



# Truro Select Board

Tuesday, April 27, 2021

Regular Meeting-5:00pm

This will be a remote meeting. Citizens can view the meeting on Channel 18 in Truro and on the web on the "Truro TV Channel 18" button under "Helpful Links" on the homepage of the Town of Truro website. Click on the green "Watch" button in the upper right of the page. **To provide comment during the meeting please call in toll free at 1-866-899-4679 and enter the following access code when prompted: 654-973-685 or you may join the meeting from a computer, tablet or smartphone by entering the follow URL into your web browser: <https://global.gotomeeting.com/join/654973685>.** Please note that there may be a slight delay (15-30 seconds) between the meeting and the live-stream (and television broadcast). If you are watching the meeting and calling in, please lower the volume on your computer or television during public comment so that you may be heard clearly. We ask that you identify yourself when calling in to help us manage multiple callers effectively.

## 1. PUBLIC COMMENT

## 2. PUBLIC HEARINGS NONE

## 3. BOARD/COMMITTEE/COMMISSION APPOINTMENTS

A. Interview and Appoint Assembly of Delegates Truro Representative-Sallie Tighe

## 4. STAFF/ COMMITTEE UPDATES

A. Board/Committee Report: Commission on Disabilities

## 5. TABLED ITEMS NONE

## 6. SELECT BOARD ACTION

A. Review and Vote on Town Meeting Articles

Presenter: Darrin Tangeman, Town Manager

B. Review and Approve Request to Complete Test Drags to Inform Commercial Shellfishing Permitting Recommendations

Presenter: Dan Smith, Chair Shellfish Advisory Committee, and Mike Rego Truro Resident

C. APCC Letter of Support

Presenter: Emily Beebe, Health & Conservation Agent

D. American Rescue Act Funds Cape Cod Distribution Letter

Presenter: Darrin Tangeman, Town Manager

## 7. CONSENT AGENDA

A. Review/Approve and Authorize Signature:

1. *One Day Entertainment License and Application including Sunday-Captain's Choice*

B. Review and Approve 2021 Business Licenses: Jules Besch Stationers, Cape Cod Treasure Chest, Accent on Design, Adventure Bound Camping Resort at Horton's and Highland Links Golf Course-Transient Vendor; Blackfish Restaurant, Terra Luna Restaurant and Highland Links Golf Course-Common Victualer.

C. Review and Approve Housing Rehab Loan Subordination Request

D. Review and Approve Select Board Minutes: March 16, 2021

8. Select Board Reports/Comments

9. Town Manager Report

10. Next Meeting Agenda: May 11



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Nicole Tudor, Executive Assistant

**REQUESTED MEETING DATE:** April 27, 2021

**ITEM:** Application to Serve-Barnstable County Assembly of Delegates

**EXPLANATION:** The Clerk's Office was alerted by the Assembly of Delegates Clerk of a Vacancy for the Truro Representative to the Barnstable County of Assembly of Delegates on March 23, 2021. This is an elected position that most recently appeared on the November 3, 2020 State Election Ballot.

Per the Barnstable County Home Rule Charter (Section and 2-1 (c) and 2-10), the following process must be followed to appoint a replacement to serve as Truro's Representative to the Assembly of Delegates.

The process and timeframe allowed to fill this vacancy for the balance of the unexpired term is stated as follows:

Section 2-1(c) Election and Term – Delegates shall be elected for terms of two years each at the biennial state election. The term of office for delegates shall begin on the first business day in January in the year following the year in which elected and shall continue until their successors have been chosen and qualified.

Section 2-10 If a vacancy shall occur in the office of assembly of delegates with more than six months remaining of the term for which delegates are elected, a successor shall be chosen in accordance with the following procedure:

The clerk of the assembly of delegates shall cause a notice of vacancy to be sent to the clerk of the municipality in which the vacancy exists. The clerk of said municipality shall, forthwith, cause such notice to be posted on the municipal bulletin boards. Any voter, a resident of Barnstable county for at least one year, desiring to be considered to fill such vacancy shall, in writing, so advise the board of selectmen, town council in the town of Barnstable, or the officer or agency performing similar duties in such municipality. The board of selectmen or

town council shall make provision for the interview, in public sessions, of all persons who have indicated such interest. Not more than twenty-one days following the date of the notice sent by the clerk of the assembly of delegates, the board of selectmen or town council shall, by a majority vote, choose one person from the municipality to fill such vacancy and shall issue a certificate of such selection to the clerk of the assembly of delegates. Upon receipt of the said certificate the clerk of the assembly of delegates shall administer the oath of office to such person and shall enter such person name on the official list of assembly of delegates. If, at the expiration of thirty days following the issuance of notice by the clerk of the assembly of delegates that a vacancy from that municipality exists, no certificate has been received, the assembly of delegates may vote to fill such vacancy by electing any registered voter resident of the affected municipality for one year or more to fill such vacancy. The clerk of the assembly of delegates shall administer the oath of office to the person thus chosen who shall serve for the balance of the unexpired term.

As advised by the Assembly of Delegates Clerk, Town staff has been notifying candidates under consideration for appointment they will be required to complete a **Statement of Financial Interest for CY20** with the State Ethics Commission within thirty days of being sworn-in as a delegate. Candidates being considered for appointment were encouraged to review the statement prior to being considered for this position. The Statement of Financial Interest (SFI) is not the same as filing or completing training associated with the Conflict-of-Interest Law with the State Ethics Commission.

The Vacancy was posted with a deadline of April 23, 2021, by noon for filing an Application to Serve. Truro Resident, Sallie Tighe, submitted an Application to Serve for the appointment and is aware of the Financial document that will need to be submitted upon the appointment if approved.

**FINANCIAL SOURCE (IF APPLICABLE):** N/A

**IMPACT IF NOT APPROVED:** The Vacancy will remain open on the Commission.

**SUGGESTED ACTION:** MOTION TO *appoint* \_\_\_\_\_ *as the Truro Representative to the Barnstable Assembly of Delegates term ending* **January 2, 2023.**

**ATTACHMENTS:**

1. Application to Serve-Sallie Tighe
2. Vacancy Notice from the Barnstable Assembly of Delegates



# TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

Tel: (508) 349-7004 Fax: (508) 349-5505

## APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

RCVD 2021 APR 03 PM 1:07

ADMINISTRATIVE OFFICE

TOWN OF TRURO

NAME: Sarah A. Tighe HOME TELEPHONE: [REDACTED]  
 ADDRESS: 178 Route 6 WORK PHONE: N/A  
 MAILING ADDRESS: POB 300 T. E-MAIL: [REDACTED]  
 FAX: N/A MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: \_\_\_\_\_

Barnstable County Assembly of Delegates - Truro

SPECIAL QUALIFICATIONS OR INTEREST: Former board mbr of OCHS; Independence House; Present mbr of Truro Human Svcs; Deuter Keizer; Art peacemakers

COMMENTS: As an activist, a concerned citizen, community conscience participant, who has served and served on numerous (corporation) boards, I would like the opportunity to serve, help shape, and make a difference at the next level ~ government.

SIGNATURE: Sarah A. Tighe DATE: March 24, 2021  
\*\*\*\*\*

COMMENT/RECOMENDATION OF CHAIRPERSON OF MULTI-MEMBER BODY (OPTIONAL) \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

INTERVIEW DATE: \_\_\_\_\_ APPOINTMENT DATE (IF APPLICABLE): \_\_\_\_\_

**From:** [Janice O'Connell](#)  
**To:** [Susan Joseph](#); [Kelly Clark](#); [Nicole Tudor](#)  
**Subject:** VACANCY - Barnstable County Assembly of Delegates - TRURO DELEGATE  
**Date:** Tuesday, March 23, 2021 2:09:02 PM  
**Attachments:** [Assembly Vacancy Notification - D. McCutcheon.pdf](#)  
[image003.png](#)

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Please refer to the attached letter regarding the vacancy of the Truro Delegate to the Assembly of Delegates.

*Janice M. O'Connell*  
Assembly of Delegates, Clerk  
Barnstable County Clerk  
508-375-6761



**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



**CAPE COD REGIONAL GOVERNMENT  
BARNSTABLE COUNTY ASSEMBLY OF DELEGATES  
Barnstable County Complex  
P.O. Box 427  
3195 Main Street - Route 6A  
Barnstable, MA 02630  
(508) 375-6761**

March 23, 2021

Town Clerk Susan Joseph  
Town of Truro  
24 Town Hall Road  
P.O. Box 2012  
Truro, MA 02666

RE: Resignation of Truro Assembly Delegate Deborah McCutcheon

Dear Clerk Joseph:

The Barnstable County Assembly of Delegates regrets the notification from Delegate McCutcheon on March 23, 2021 that she is no longer a resident of the Town of Truro, has relocated to the Town of Brewster and therefore no longer eligible to serve as Truro's Delegate to the Assembly of Delegates.

In accordance with Section 2-10 of the Barnstable County Home Rule Charter I am notifying you of this vacancy. The process and timeframe allowed to fill this vacancy for the balance of the unexpired term (12/31/22) is stated as follows:

***Section 2-10:***

“If a vacancy shall occur in the office of assembly of delegates with more than six months remaining of the term for which delegates are elected, a successor shall be chosen in accordance with the following procedure:

The clerk of the assembly of delegates shall cause a notice of vacancy to be sent to the clerk of the municipality in which the vacancy exists. The clerk of said municipality shall, forthwith, cause such notice to be posted on the municipal bulletin boards. Any voter, a resident of Barnstable county for at least one year, desiring to be considered to fill such vacancy shall, in writing, so advise the board of selectmen, town council in the town of Barnstable, or the officer or agency performing similar duties in such municipality. The board of selectmen or town council shall make provision for the interview, in public sessions, of all persons who have indicated such interest. Not more than twenty-one days following the date of the notice sent by

the clerk of the assembly of delegates, the board of selectmen or town council shall, by a majority vote, choose one person from the municipality to fill such vacancy and shall issue a certificate of such selection to the clerk of the assembly of delegates. Upon receipt of the said certificate the clerk of the assembly of delegates shall administer the oath of office to such person and shall enter such person name on the official list of assembly of delegates. If, at the expiration of thirty days following the issuance of notice by the clerk of the assembly of delegates that a vacancy from that municipality exists, no certificate has been received, the assembly of delegates may vote to fill such vacancy by electing any registered voter resident of the affected municipality for one year or more to fill such vacancy. The clerk of the assembly of delegates shall administer the oath of office to the person thus chosen who shall serve for the balance of the unexpired term.”

Please advise candidates under consideration for appointment they will be required to complete a Statement of Financial Interest for CY20 with the State Ethics Commission within thirty days of being sworn-in as a delegate. Candidates being considered for appointment may want to review the statement prior to being considered or appointed to this position. The Statement of Financial Interest (SFI) is not the same as filing or completing training associated with the Conflict of Interest Law with the State Ethics Commission.

If you have any questions, please give me a call or contact me via email.

Sincerely,

Owen Fletcher, Clerk  
[Owen.Fletcher@barnstablecounty.org](mailto:Owen.Fletcher@barnstablecounty.org)  
Assembly of Delegates

cc: Truro Board of Selectmen  
Truro Town Manager



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Kristen Reed Vice-Chair and Susan Areson Clerk

**REQUESTED MEETING DATE:** April 27, 2021

**ITEM:** Committee Updates-Commission on Disabilities

**EXPLANATION:** The Commission on Disabilities Chair, Susan Howe, will speak briefly with the Select Board Members on questions from the Board.

*Name of Committee/Board:*

*Date of Presentation:*

*Number of Members:*

*Number of Vacancies:*

*Accomplishments for the past 12 months:*

*Goals for the next 12 months:*

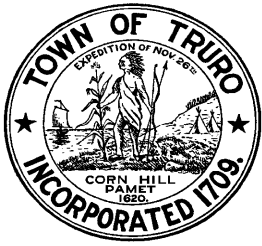
*Status of goals:*

*Challenges in Achieving Goals:*

*Support required from the Select Board/Town Manager:*

**SUGGESTED ACTION:** Discussion only





# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Darrin Tangeman, Town Manager

**REQUESTED MEETING DATE:** April 27, 2021

**ITEM:** Review and Possible Vote on Town Meeting Articles

**EXPLANATION:** All articles for the 2021 Annual Town Meeting Warrant are prepared for the Board’s review and votes to recommend. The Planning Board, Finance Committee and Charter Review Committee have all met to make their recommendations on most of the articles. The following table outlines Select Board votes taken on articles to date:

Article 1: Authorization to Hear the Report of Multi-member Bodies	Select Board: 5-0-0
Article 2: Authorization to Set the Salary of the Select Board	Select Board: 5-0-0
Article 3: Authorization to Set the Salary of the Moderator	Select Board: 4-0-1
Article 4: Amendments to the FY21 Operating Budget Funded by Free Cash	Select Board: 4-0-0
Article 5: FY2022 Omnibus Budget Appropriation	Select Board: 4-0-0
Article 6: Transfer of Funds from Free Cash SECTION 1: TO REDUCE OR STABILIZE THE FY2022 TAX RATE SECTION 2: TO THE OPEB TRUST SECTION 3: TO THE CAPITAL EXPENSE STABILIZATION FUND SECTION 4: TO THE STABILIZATION FUND SECTION 5: TO PURCHASE HEAVY-DUTY TRACTOR TRUCK REPLACEMENT SECTION 6: TO REPAIR/REPLACE WINDOWS, SHINGLES, SIDING, AND TRIM AT TRURO CENTRAL SCHOOL SECTION 7: TO GENERAL FUND RESERVE FUND	Select Board: 4-0-0 Select Board: 4-0-0 Select Board: 4-0-0 Select Board: 4-0-0 Select Board: 4-0-0 Select Board: 4-0-0 Select Board: 4-0-0
Article 7: Council on Aging Revolving Fund	Select Board: 5-0-0
Article 8: Authorization to Expend Funds in Anticipation of Reimbursement for State Highway Assistance Aid	Select Board: 5-0-0
Article 9: Fund a Childcare Voucher Program- Petitioned Article	
Article 10: Community Preservation Act SECTION 1: CONTRIBUTION TO THE AFFORDABLE HOUSING TRUST FUND SECTION 2: HOUSING CONSULTANT SECTION 3: PRESERVATION OF HIGHLAND HOUSE MUSEUM PERMANENT COLLECTION SECTION 4: EDGEWOOD FARM HISTORIC PRESERVATION PROJECT PHASE 5	

SECTION 5: PUMA PARK ENHANCEMENT SECTION 6: PAYOMET DRIVE-IN SECTION 7: ADMINISTRATIVE SUPPORT SECTION 8: OPEN SPACE RESERVE SECTION 9: BUDGETED RESERVE	
Article 11: Authorization to Transfer Town Property to the Truro Conservation Trust (Originally slated for 2020 Annual Town Meeting)	
Article 12: Accept Deed in Lieu of Foreclosure—135 South Pamet Road	
Article 13: Amend General Bylaws, Chapter 3 Prohibitions on the Use and Sale of Balloons (Originally slated for 2020 Annual Town Meeting)	Select Board: 5-0-0
Article 14: Amend General Bylaws, Chapter 3 Municipal Single-Use Plastic Bottle Ban (Originally slated for 2020 Annual Town Meeting—Modified after March 23, 2021 Meeting)	
Article 15: Non- Binding Public Advisory Questions for Increased Security at Pilgrim Nuclear Power Station on Cape Cod Bay (Originally a 2020 Petitioned Article)	Select Board: 5-0-0
Article 16: Resolution in Support of Changing the State Flag & Seal of Massachusetts (Originally a 2020 Petitioned Article)	Select Board: 5-0-0
Article 17: Charter Amendment to Sections 3-1-1 and 6-4-2 (Originally a 2020 Petitioned Article)	
Article 18: Amend the Local Room Occupancy Excise Tax (Originally a 2020 Petitioned Article—Modified after March 16, 2021 Meeting)	
Article 19: To Establish an Affordable Housing Stabilization Fund and to Dedicate a Percentage of the Local Room Occupancy Excise Tax to Said Fund (Originally a 2020 Petitioned Article—Modified after March 16, 2021 Meeting)	
Article 20: Charter Amendment to Section 2-2-4 (Originally a 2020 Petitioned Article)	
Article 21: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit - Petitioned Article	
Article 22: Amend Zoning Bylaw §10.4 and §30.2 Food Truck Definition and Use and §30.9 Parking	
Article 23: Amend Zoning Bylaw §30.9 Parking, C. Off Street Parking Schedule	
Article 24: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit, C. ADU Permit	
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Article 27: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit, D. Procedure	
Article 28: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit, F. Findings of the Planning	
Article 29: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit, H. Requirements for Tax Exemption and §10.4 Definitions	
Article 30: Amend Zoning Bylaw §70.3 Commercial Development	
Article 31: Amend Zoning Bylaw §70.4 Residential Development	
Article 32: Amend Zoning Bylaw §70.6 Recording of Decision	
Article 33: Amend Zoning Bylaw §70.9 Waiver of Site Plan Review	
Article 34: Amend Zoning Bylaw §40.6 Growth Management	
Article 35: Amendment to General Bylaws Ch 3—Add Municipal Single-Use Bottle Ban- Petitioned Article	
Article 36: Amendment to Charter Chap 3 & Chap 6—Make Zoning Board of Appeals an Elected Board- Petitioned Article	

Article 37: Amendment to Charter Chap 3 & Chap 6—Make Board of Health an Elected Board- Petitioned Article	
Article 38: Tax Transparency of Financial Articles in Excess of \$50,000.00- Petitioned Article	
Article 39: Project Accounting & Quarterly Reporting on Total Expenditures over \$75,000.00- Petitioned Article	
Article 40: Add New Section to General By-laws- Truro Clean Water Fund- Petitioned Article	
Article 41: Special Act to Create a Year-round Rental Housing Trust- Petitioned Article	
Article 42: Reduction of Truro’s Net Greenhouse Gas Emissions to Zero by 2050 (Originally slated for 2020 Annual Town Meeting)	Select Board: 5-0-0
Article 43: Advisory Vote on the Use of Automated Tabulator (Originally slated for 2020 Annual Town Meeting)	Select Board: 5-0-0

\* Articles highlighted in yellow are recommended for discussion at the April 27, 2021 meeting to make sufficient progress over the course of this meeting and the two subsequent meetings so that votes can be recorded in the Warrant. The Board may choose to vote on additional articles and/or may postpone votes on any of the highlighted articles if so desired.

All articles have been reviewed by Town Counsel, KP Law, for proper legal form. If the Board opts to not vote to recommend these articles tonight, they may opt to vote to recommend at a later meeting, however discussion on these articles is requested so that staff may make revisions to the Warrant if the Board so requests. The articles needing guidance include:

Article 9—It was determined at the April 13, 2021 meeting that the election will be postponed so the Board may offer a motion on Town Meeting floor for this article to be contingent on an override passing at the ballot.

Article 14—Guidance needed to determine if this language meets the Board’s intent for this article.

Article 18—Guidance needed on the percentage of local room occupancy tax to present in this article.

Article 19—Guidance needed on the percentage of the annual local room occupancy tax to dedicate to an Affordable Housing Stabilization Fund.

In order for votes to recommend to be printed in the Warrant, the votes will need to be completed before the end of May, which means any votes to recommend that are not completed at the April 27, 2021 Select Board meeting will need to be completed on May 11, 2021 and/or May 25, 2021. If Select Board comments need to be added or changed, please note that in your discussions.

The draft warrant articles are ready for review are attached. The form of vote is positive, motion to recommend, and will be recorded in the warrant as # of yes votes - # of no votes - # of abstentions in favor, e.g. 5-0-0 in favor. Once the votes are completed, they will be added to the warrant.

The articles are ordered as determined by the Select Board at the March 9, 2021 meeting.

**FINANCIAL SOURCE (IF APPLICABLE):** N/A

**IMPACT IF NOT APPROVED:** If votes to recommend are not complete prior to the warrant going to the printer, they will not appear in the 2021 Annual Town Meeting Warrant.

**SUGGESTED ACTION:** *Motion to recommend {insert article number here} as printed in the warrant.*

**ATTACHMENTS:**

1. 2021 Draft Annual Town Meeting Warrant

# WARRANT

**Truro Annual Town Meeting**

**Saturday, June 26, 2021**

**10:00 AM**

**Truro Central School Ballfield**

**AND**

**Annual Election Ballot**

**7:00 AM to 8:00 PM**

**Tuesday, May 11, 2021**

**Truro Community Center**

Transportation will be available for citizens by the Council on Aging.

Reservations must be made by Wednesday, June 23, 2021 by calling 508-413-9509.

Please note: Accommodations for individuals with disabilities including assistive listening devices (ALD) and material in alternative formats may be arranged by contacting Town Hall four business days prior to Annual Town Meeting at 508-349-7004 ext. 110 or ext. 124

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### Truro's Town Meeting Guide

Truro's Town Meeting is governed by the following: Truro's Charter, Sections 1-3; *Town Meeting Time, A Handbook of Parliamentary Law*, available from the Massachusetts Moderators Association; Truro's Bylaws; and Massachusetts General Laws.

#### TRURO'S LEGISLATURE

**YOU**, the registered voters who come to Town Meeting and vote, constitute the legislative branch of Truro's town government. **YOU** determine, among other things, the town's budget, its use of local and state funds, its zoning bylaws and its general bylaws.

#### THE WARRANT

The warrant is prepared by the Select Board and consists of articles submitted by the Select Board, by other elected and appointed multi-member Boards, and by petitioned articles submitted by registered voters (10 voters, if submitted for inclusion in the Annual Town Meeting Warrant; 100 for inclusion in a Special Town Meeting warrant.)

A **QUORUM**, consisting of 100 registered voters, must be present before Town Meeting can begin.

#### THE MODERATOR

The Moderator, who is elected by the people, presides over Town Meeting and makes sure that the Meeting is conducted in a respectful, civilized way. No insults. No shouting. No personal remarks. No rudeness.

#### PROCEDURE

- A. **SEATING**—If you are a voter, you may sit anywhere, except in one area of the room that is reserved for non-voters.
- B. **VOTING**—Each voter is given a **CARD** when checking in to Town Meeting. When the Moderator calls for a vote, you must raise your **CARD**.

If the vote is not obvious to the Moderator—if, for example, a 2/3 vote is called for—you must keep your card raised until a **TELLER** has registered it.

If the Moderator estimates the number of votes for or against a given motion, and **SEVEN VOTERS** challenge the Moderator's call, a recount using **TELLERS** will be held.

- C. **DEBATE**—If you wish to make a Motion, or speak to a Motion, you must raise your hand and be recognized by the Moderator. When you have been recognized, please go to the microphone (or have it brought to you, if you cannot go to it).

When you are at the microphone, please **STATE YOUR NAME AND WHETHER OR NOT YOU ARE A VOTER**.



D. **VOTERS MAY SPEAK FOR 3-4 MINUTES**, maximum, at one time, except for **MOVERS OF ARTICLES**, who may have more time, if needed.

**NON-VOTERS MAY ALSO SPEAK FOR 3-4 MINUTES**, unless there is an objection from a voter (and a majority of voters sustains the objection).

E. **PLEASE DO NOT INTERRUPT—EXCEPT to**

1. **MAKE A POINT OF ORDER**—e.g. speaker is not entitled to the floor, or has not been properly recognized, or is not within the time limit; motion has not been properly made and seconded, etc.

2. **MAKE A POINT OF PERSONAL PRIVILEGE**—e.g. can't hear, fire, etc.

F. **ALL MOTIONS, including ALL AMENDMENTS, must be IN WRITING.**

G. **TO END THE DEBATE:** call for **THE PREVIOUS QUESTION**—"I move the previous question"—This ends the debate. You must be properly recognized by the Moderator to make this motion; it requires a 2nd, is not debatable, and needs a 2/3 vote.

H. **RECONSIDERATION**—a motion to reconsider must be made on the same night as the vote to be reconsidered; must be made within one hour, after intervening business; requires a 2nd, and a majority vote.

I. **TO STOP DEBATE** before it has started, make a motion to **POSTPONE INDEFINITELY**—"I move that this matter be postponed indefinitely." The motion requires a 2nd and a majority vote. Do **NOT** move that the matter be **LAI**D ON THE TABLE. If a matter is laid on the table, it must be taken from the table and debated before Town Meeting can be adjourned.

J. **ALL DEBATE MUST GO THROUGH THE MODERATOR. PERSONAL REMARKS ARE NOT IN ORDER. APPLAUSE IS INAPPROPRIATE AND TIME-CONSUMING.**

K. **ADJOURNMENT**—When all the articles have been debated, voted on, and dealt with, a motion must be made to **DISSOLVE THE MEETING** or **ADJOURN SINE DIE**; the motion requires a 2nd, and a majority vote.

**PLEASE TURN OFF ALL CELL PHONES. PLEASE BE SEATED.**

**Message from the Select Board**

Dear Truro Voter:

**DRAFT**

**Message from the Finance Committee**

To All Truro Voters:

**DRAFT**

**Message from State Senator Cyr**

**DRAFT**

**Report from the Truro Planning Board  
Impact of Residential House Size Bylaw  
2 Year Report to 2021 Truro Town Meeting  
March 25, 2021**

At the November 13, 2018, Truro Special Town Meeting, the town approved Article 6, “Section §50.2 ‘Building Gross Floor Area for the Residential District’”. This bylaw limited the aggregate gross floor area of dwellings and accessory structures on individual lots within Truro’s Residential District to 3,600 square feet, with an additional 1,000 square feet by special permit. The purpose as described in Section A “...is to limit the size of future residential construction, alteration, or reconstruction to preserve the special character and prevailing size and massing of buildings in the Town, and to be in harmony with the historic nature, sense of community, and aspirations of Truro.”

Section F of the bylaw stated that: “F. The Planning Board shall review the effect of this Section 50.2 of the Bylaw upon the Town of Truro and submit a report to the 2021 Truro Annual Town Meeting.”

- 1) Since the Bylaws passage, there have been no Special Permits issued by Truro’s Zoning Board of Appeals to exceed the 3,600 square foot ‘by-right’ limit imposed by the bylaw.
- 2) Truro’s Building Inspector reports that no permits have been denied because of the bylaw.
- 3) The Planning Board reviewed building permits for the 26.6 months since the passage of the bylaw (Nov 13, 2018 to Jan 31, 2021) and the 26.6 months (Aug. 17, 2016 to Nov. 13, 2018) prior to the bylaw’s approval. The table below shows the results.

	Prior (8/7/16-11/13/18)	Since (11/14/18-1/31/21)
Total # building Permits	893	918
# Single Family Residences		
Residential District	38	15
Other Districts	2	2
# Addition/ Alterations - impacting living space) (includes motel/condos)		
Residential District	105	88
Other Districts*	19	53

\* Other Districts: Beach Point Limited Business; Seashore District; Rt 6A N Truro Limited Business; Truro Center Limited Business; North Truro Center General Business; Route 6 General Business.

While the total number of building permits has remained steady, the building permits for single-family homes and building permits issued for additions to existing single-family residences in the Residential District are lower in the period since the passage of the bylaw. That data includes 10 months where construction was likely impacted by the Covid-19 pandemic and resulting pressure on the economy. There has been an increase in permits for additions/alterations outside the Residential District but much of that is likely due to the bylaw change allowing year-round condos which was passed at the same Town Meeting. Conversations with local building tradespeople indicate that there has been an increase in work over the past 2<sup>1/2</sup> years. Again, it is unclear how much of that may be due to the Covid pandemic.

**Terms Used in Municipal Finance**

**Appropriation** – An amount of money which has been authorized by vote of Town Meeting to be spent for a designated purpose.

**Available Funds** – Available funds refer to the Stabilization Fund, Beach Receipts Reserved for Appropriation, Pamet Harbor Receipts Reserved for Appropriation, Recreation Receipts Reserved for Appropriation, Conservation Commission Receipts Reserved for Appropriation, and continued appropriations left in Articles voted at previous Town Meetings.

**Bond and Interest Record** (Bond Register) – The permanent and complete record maintained by the treasurer for each bond issue. It shows the amount of interest and principal coming due each date and all other pertinent information concerning the bond issue.

**Bond Anticipation Note** (BAN) – Short-term debt instrument used to generate cash for initial project costs and with the expectation that the debt will be replaced later by permanent bonding. Typically issued for a term of less than one year, BANs may be re-issued for up to five years, provided principal repayment begins after two years (MGL Ch. 44 §17). Principal payments on school-related BANs may be deferred up to seven years (increased in 2002 from five years) if the community has an approved project on the Massachusetts School Building Authority (MSBA) priority list. BANs are full faith and credit obligations.

**Capital Outlay Expenditure Exclusion** – A temporary increase in the tax levy to fund a capital project or make a capital acquisition. Exclusions require two-thirds vote of the selectmen or city council (sometimes with the mayor's approval) and a majority vote in a community-wide referendum. The exclusion is added to the tax levy only during the year in which the project is being funded and may increase the tax levy above the levy ceiling.

**Cherry Sheet** – A form showing all State and County charges and reimbursements to the Town as certified by the Massachusetts Department of Revenue.

**Classification of Real Property** – Assessors are required to classify all real property according to use into one of four classes: Residential, Open Space, Commercial, and Industrial. Having classified its real property, local officials are permitted to determine locally, within limits established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real property and by personal property owners.

**Classification of the Tax Rate** – Each year, the selectmen or city council vote whether to exercise certain tax rate options. Those options include choosing a residential factor (MGL Ch. 40 §56), and determining whether to offer an open space discount, a residential exemption (Ch. 59, §5C), and/or a small commercial exemption (Ch. 59, §5I) to property owners.

**CMR** – Code of Massachusetts Regulations.

**Code of Ethics** – The provisions and requirements of MGL Ch. 286A pertaining to the standards of behavior and conduct to which all public officials and employees are held.

**COLA** – Cost of Living Adjustment.

**Collective Bargaining** – The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor unit.

**Commitment** – Establishes the liability for individual taxpayers. The assessors' commitment of real estate taxes fixes the amount that the collector will bill and collect from property owners.

**Community Preservation Act** (CPA) – Enacted as MGL Ch. 44B in 2000, CPA permits cities and towns accepting its provisions to establish a restricted fund from which monies can be appropriated only for: a) the acquisition, creation and preservation of open space; b) the acquisition, preservation, rehabilitation, and restoration of historic resources; c) the acquisition, creation and preservation of land for recreational use; d) the creation, preservation and support of community housing; and e) the

rehabilitation and restoration of open space, land for recreational use and community housing that is acquired or created using monies from the fund. Acceptance requires town meeting or city council approval or a citizen petition.

**Community Preservation Fund** – A special revenue fund established pursuant to MGL Ch. 44B to receive all monies collected to support a Community Preservation Program, including but not limited to, tax surcharge receipts, proceeds from borrowings, funds received from the Commonwealth, and proceeds from the sale of certain real estate.

**Free Cash** – This is the amount certified annually by the State Bureau of Accounts. Town Meeting may appropriate from Free Cash for any lawful purpose. Sometimes referred to as Excess and Deficiency.

**Overlay (Also called Allowance for Abatements and Exemptions)** – The amount raised by the Assessors to be used for potential abatement of property taxes. The Overlay Surplus is the portion of each year's Overlay Account no longer required to cover the property abatements.

**Reserve Fund** – This fund is established by the voters at an Annual Town Meeting through the Omnibus Budget. Transfers from the Reserve Fund are within the exclusive control of the Finance Committee and are for extraordinary or unforeseen expenditures.

**Stabilization Fund** – This is a special reserve account. Without an authorizing two-thirds ( $\frac{2}{3}$ ) vote at a Town Meeting, funds cannot be deposited into or withdrawn from this account.

**Transfer** – The authorization to use an appropriation for a different purpose; in most cases only Town Meeting may authorize a transfer. However, in Truro, with certain restrictions, transfers may be authorized if the transfer is \$2,500 or less, the transfer is within the same Department, and is approved by the Department Head, Town Manager and the Finance Committee.

## PROPOSITION 2½ TERMS

**Contingent Votes** – Chapter 634 of the Acts of 1989 permits a Town Meeting to appropriate funds contingent upon passage of a referendum question (Override). A contingent vote does not automatically result in an override referendum. An override referendum can only be called by the Select Board. If a referendum is called by the Selectmen, it must take place within ninety days of the Town Meeting vote.

**Debt Exclusion and Capital Outlay Expenditure Exclusion** – These two override ballot questions can be placed on a referendum by a two-thirds ( $\frac{2}{3}$ ) vote of the Select Board. If a majority of the voters approve the ballot question, the Town's levy limit is temporarily increased for the amount voted at the referendum. The increase may exceed the Town's levy limit.

**General Override** – A general override ballot question can be placed on a referendum if a majority of the Select Board votes to do so. If the ballot question is approved by a majority of the voters, the Town's levy limit is permanently increased by the amount voted at the referendum. The levy limit increases may not exceed the Town's levy ceiling.

**Levy** – The property tax levy is the revenue the Town can raise through real and personal property taxes. The levy is the largest source of revenue for the Town.

**Levy Ceiling** – This is the maximum amount of the levy limit. The ceiling equals 2½% of the Town's full and fair cash value.

**Levy Limit** – The limit is based on the previous year's levy plus certain allowable increases.

**Levy Limit Increase** – The levy limit automatically increases each year by 2½% of the previous year's levy limit.

**New Growth** – The increase in the levy limit attributable to new construction and new parcel subdivisions.

**Override** – A community can increase its levy limit by voting at a referendum to exceed the limit. There are three (3) types of overrides: general, debt exclusion and capital outlay expenditure exclusion.

**Fiscal Year 2022 Five Year Capital Improvement Overview**

In accordance with the requirements of the Truro Charter (Paragraph 7-2-6), the Select Board respectfully presents for your review the FY 2022 Five Year Capital Improvement Plan. The expenditures listed are presented to give an updated overview of the projects and capital needs planned for the future. Attempts to define the future, while prudent from a planning point of view, must be fully recognized as “best estimates” that will be subject to continual change as each capital question moves forward.

During the calendar year 2003, the Town consolidated all long-term debt, including certain Cape Cod Land Bank acquisitions, into one general obligation bond, and refinanced the debt during a period of low interest rates, saving the Town almost \$500,000.00 over the life of the bond; thus, concurrently improving its Standard & Poor’s Bond Rating three (3) levels to an A+ rating. The attached “previously committed long-term debt” schedule, and the new “previously committed Land Bank debt” schedule, reflects that refinancing. The Town’s bond rating now is an “AA+” after a 2014 review by Standard and Poor’s.

Commencing with the FY2002 Municipal Operating Budget, the Town approved a procedure to incorporate safety and other high priority capital items in the operating budget, up to a maximum expenditure amount to be set annually. Concerted effort has been focused on gradually increasing the annual appropriation for priority capital items to ensure sufficient budget capacity to develop and maintain a realistic upgrade and/or replacement schedule for the town’s rolling stock of vehicles, equipment and machinery. If an item does not succeed in being placed in the operating budget for purchase through this Operating Capital Account, Budget Line Item #01013358, then the capital item may be funded in a different manner.

As one alternative, the Capital Stabilization Fund established per Article 14 of the April 26, 2016 Annual Town Meeting and merged with the balance of the *Capital Improvements Fund* by vote of the November 13, 2018 Special Town Meeting has a balance of \$432,832.60. The purpose of this Fund is to allow, with Town Meeting approval, appropriation of incremental sums over a period of time to be used for capital purchases that may occur several years in the future. When the project or purchase is ready to be funded, Town Meeting must vote to appropriate the funds to the project or purchase. Two other ways to acquire a capital item individually require either a separate article specifying use of other available funds, or a Capital Exclusion Article, on the Town Meeting Warrant. The Capital Exclusion Article is considered to be a so-called “menu-override,” requiring a majority vote at both Town Meeting and at the next referendum.

In FY2021, the Operating Capital Account budget was significantly reduced in light of the undetermined impacts of the COVID-19 pandemic. As such, many capital requests were deferred to FY2022, impacting the five- year schedule and resulting in increased capital needs for FY2022. Due to significant spending freezes implemented by the Town Manager and Town Accountant, and better than projected revenues, the FY2021 free cash certification was significantly higher than previous years. For this reason, articles are included for free cash transfers to purchase the heavy-duty tractor truck (deferred from the 2020 Annual Town Meeting) needed for hauling machines and solid waste and recyclables and to repair and replace windows, shingles, siding and trim at the Truro Central School necessary for general building maintenance, as well as to address leaky windows. Free cash is a logical source of funding for these capital purchases, as free cash is a one-time revenue source for a one-time expenditure.

The Five- Year Debt Schedule for FY2022 through FY2026 follows on the next page. The Capital Improvement Budget for FY2022-FY2026 can be found in Appendix B of the Annual Town Meeting Warrant.



## Five- Year Debt Schedule: FY2022- FY2026

\*\*Debt figures include principal and interest

<b><u>PREVIOUSLY COMMITTED LONG TERM DEBT**</u></b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>	<b>FY2026</b>
Year committed/amount/repayment					
<b>TOWN HALL REHABILITATION</b> (Note 1)	\$160,000	\$104,000	\$0	\$0	\$0
2002/\$3,258,360/20 years - paid in full FY2023					
<b>SEWER (MWPAT)</b> (Note 2)	\$0	\$0	\$0	\$0	\$0
2003/\$197,404/19 years- paid in full FY2021					
<b>COMMUNITY CENTER</b> (Note 3)	\$231,150	\$222,885	\$214,525	\$195,975	\$
2006/\$3,735,000/20 years- paid in full FY2026					
<b><u>SUB TOTAL</u></b>	<b>\$391,150</b>	<b>\$326,885</b>	<b>\$214,525</b>	<b>\$195,975</b>	<b>\$</b>

**NOTES**

1. The total project amount borrowed has been reduced by receipt of a Small Cities Grant in the amount of \$312,000.
2. MA Water Pollution Abatement Trust loan. This is a no interest loan. Septic betterment receipts used to repay the debt.
3. The total project amount borrowed has been reduced by the receipt of donations in the amount of \$223,000.

<b><u>PROJECTS TO BE PERMANENTLY FINANCED</u></b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>	<b>FY2026</b>
Year committed/amount/repayment					
<b>WATERWAY REPAIRS- EAGLE CREEK RESTORATION</b> (Note 4)	\$27,417	\$26,600	\$25,783	\$24,967	\$
2012/\$150,000/5 years					
<b>WATERWAY REPAIRS- EAST HARBOR CULVERT PROJECT</b> (Note 5)	\$308,025	\$301,550	\$295,075	\$288,600	\$
2017/\$3,700,000/20 years					
<b>NEW EQUIPMENT- AMBULANCE</b> (Note 6)	\$79,800	\$77,350	\$74,900	\$72,450	\$
2018/\$350,000/5 years					
<b>LAND ACQUISITION- WALSH PROPERTY</b> (Note 7)	\$399,500	\$391,275	\$383,050	\$374,825	\$
2019/\$5,100,000/20 years					
<b>WATERWAY REPAIRS- EAGLE NECK CREEK</b> (Note 8)	\$79,900	\$78,255	\$76,610	\$74,965	\$
2019/\$1,000,000/20 years					
<b><u>SUB TOTAL</u></b>	<b>\$894,642</b>	<b>\$875,030</b>	<b>\$855,418</b>	<b>\$835,807</b>	<b>\$</b>

**NOTES**

4. The initial authorization in 2012 was increased by \$1M in 2019. The project will be permitted and completed.\*
  5. The East Harbor project will address numerous concerns affecting the safety and water quality of the expansive waterway.\*
  6. The Town has acquired and put into service a new ambulance.\*
  7. The Town has purchased the Walsh Property ~ 69 acres (+/-) for "general municipal purposes."\*
  8. The Eagle Neck Creek project will fund drainage improvements and remediation of tidal flow issues.\*
- \*Projects are expected to be bonded in 2022.

<b><u>FUTURE CAPITAL PROJECTS</u></b> (Note 9)	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>	<b>FY2026</b>
Year to Commit/Amount/Repayment					
<b>NEW DPW FACILITY-LAND ACQ. &amp; CONSTRUCTION</b>					
<b>TOWN CENTER ROAD CULVERT REPLACEMENT</b>					
<b>LITTLE PAMET CULVERT REPLACEMENT AND RESTORATION</b>					

9. These projects are in the planning phase and, as such, no funding requests are proposed at this time.

**GREETINGS:**

*In the name of the Commonwealth, you are hereby required to warn the inhabitants of the Town of Truro qualified to vote in town affairs, to meet at the Truro Central School, 317 Route 6, Truro, MA 02666, on Saturday, June 26, 2021 at 10:00 AM, then and there, to vote on the following articles:*

**CUSTOMARY & FINANCIAL ARTICLES**

**Article 1: Authorization to Hear the Report of Multi-member Bodies**

To see if the Town will vote to hear reports of any multi-member body, whose annual report was not published in the 2020 Annual Town Report, or take any other action relative thereto.

Requested by the Select Board

Select Board Recommendation	5	0	0
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**Article 2: Authorization to Set the Salary of the Select Board**

To see if the Town will vote to determine and set the salary for the Select Board for Fiscal Year 2022 at \$3,000 per member for a total of \$15,000, or take any other action relative thereto.

Requested by the Finance Committee

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

**Article 3: Authorization to Set the Salary of the Moderator**

To see if the Town will vote to determine and set the salary for the Town Moderator for Fiscal Year 2022 at \$150, or take any other action relative thereto.

Requested by the Select Board

Finance Committee Recommendation	5	0	0
Select Board Recommendation	4	0	1

**Article 4: Amendments to the FY2021 Operating Budget Funded by Free Cash**

To see if the Town will vote to appropriate from available funds (Free Cash) such sums of money necessary to supplement the operating budgets of the various Town departments for the current fiscal year 2020-2021 (FY2021), or take any other action relative thereto.

FROM	TO	AMOUNT
Free Cash	Snow Removal	\$50,000
<i>To balance FY21 budget for emergency snow and ice removal operations.</i>		
<b>TOTAL</b>		<b>\$50,000</b>

Requested by the Select Board

*Explanation: This is a customary article included in each Annual Town Meeting warrant to address any legal overdrafts (Snow Removal) and supplemental adjustments to current year appropriations. This year’s request includes a transfer for the purpose of balancing the snow removal overdraft that occurred during the winter of 2020/2021.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	4	0	0

**Article 5: FY2022 Omnibus Budget Appropriation**

To see if the Town will vote to raise and appropriate and transfer from available funds the sum of twenty-one million, six hundred eighty-three thousand, five hundred thirty-eight dollars (\$21,683,538) to defray the expenses and charges of the Town of Truro in Fiscal Year 2022 (the period from July 1, 2021 through June 30, 2022), including the costs of public education, debt service and interest payments, and to meet said appropriation by the following means:

<b>Source</b>	<b>Amount</b>
Raise through taxation	\$20,987,308
Transfer from Beach Receipts Reserved for Appropriation	\$239,900
Transfer from Pamet Harbor Receipts Reserved for Appropriation	\$85,700
Transfer from Recreation Receipts Reserved for Appropriation	\$500
Transfer from Conservation Commission Receipts Reserved for Appropriation	\$5,000
Transfer from Educational/Governmental Programming Access Fund	\$89,380
Dennis Family Gift Account	\$275,750

Or take any other action relative thereto.

Requested by the Select Board

*Explanation: The proposed Fiscal Year 2022 Operating Budget can be found as Appendix A in the Annual Town Meeting Warrant. The Budget format contains the expenditure figures for Fiscal Year 2020, appropriation figures for Fiscal Year 2021 (as amended), original requests for Fiscal Year 2021 from Town Departments, Finance Committee’s recommendations and Town Manager/ Select Board FY2022 recommendation. Please refer to the Select Board’s Message to the voters on page 6 and the Finance Committee’s Message on page 7.*

Finance Committee Recommendation	4	0	1
Select Board Recommendation	4	0	0

**Article 6: Transfer of Funds from Free Cash**

**SECTION 1: TO REDUCE OR STABILIZE THE FY 2022 TAX RATE**

To see if the Town will vote to transfer nine hundred thousand dollars (\$900,000) from Free Cash to reduce or stabilize the 2022 Tax Rate, or to take any other action relative thereto.

Requested by the Select Board

*Explanation: This is a customary article that transfers funds to offset the tax rate for the upcoming fiscal year. Annually, the Select Board uses certified free cash (unexpended funds) as a revenue source to reduce the impact on the tax rate. Staff recommends gradually reducing the amount of free cash used in this manner in an effort to prepare for years that less free cash is available. Last year, \$1,000,000 of free cash was used to off-set the tax rate.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	4	0	0

**SECTION 2: TO THE OPEB TRUST FUND**

To see if the Town will vote to transfer the sum of four hundred thousand dollars (\$400,000.00) from Free Cash to the Other Post-Employment Benefits (OPEB) Trust Fund, or take any other action relative thereto.

Requested by the Select Board

*Explanation: This is a customary article that began at the 2014 ATM to transfer funds into the Other Post-Employment Benefits (OPEB) Trust Fund to cover further liability in accordance with government accounting standards. This year’s proposal is to transfer four hundred thousand dollars (\$400,000.00). The balance as of March 1, 2021 in the fund is \$3,375,713.43.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	4	0	0

**SECTION 3: TO THE CAPITAL EXPENSE STABILIZATION FUND**

To see if the Town will vote to transfer the sum of one hundred thousand dollars (\$100,000.00) from Free Cash to the Capital Expense Stabilization Fund, or take any other action relative thereto.

Requested by the Select Board

*Explanation: This is a customary article that began at the 2016 ATM to transfer funds into the Capital Expense Stabilization Fund to plan for significant capital purchases that will occur several years in the future. Rather than waiting and appropriating or borrowing the entire sum in one year, this fund will allow us to reserve, with town meeting approval, incremental sums of money over time. When the project or purchase is ready to be funded, a town meeting vote will be required to appropriate the funds. The balance as of March 1, 2021 in the fund is \$432,778.81.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	4	0	0

**SECTION 4: TO THE STABILIZATION FUND**

To see if the Town will vote to transfer the sum of one hundred thousand dollars and no cents (\$100,000.00) from Free Cash to the Stabilization Fund, or take any other action relative thereto.

Requested by the Select Board

*Explanation: This transfer will replenish funds that have been transferred to the General Fund over the past several years to pay accumulated benefit obligations to retiring employees. Free Cash will be used for that purpose in FY 2022. The balance as of March 1, 2021 in the Stabilization Fund is \$1,116,734.22 or 5.1% of the proposed FY2022 Operating Budget. This transfer will bring the Town closer to the recommended 6-10% of operating expenditure budget for the Stabilization Fund.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	4	0	0

**SECTION 5: TO PURCHASE HEAVY-DUTY TRACTOR TRUCK REPLACEMENT**

To see if the Town will vote to transfer the sum of one hundred seventy thousand dollars (\$170,000.00) from Free Cash to the Operating Capital Account (01013358) to pay costs of acquiring a heavy-duty tractor truck, and for the payment of all other costs incidental and related thereto; or take any other action relative thereto.

Requested by the Select Board

*Explanation: The Department of Public Works requests a new Heavy-Duty Tractor Truck to use for transporting recycling and solid waste, and for hauling machines and equipment. The Department currently has a 1988 International Roll Off Truck, a 2000 Sterling Dump Truck, and a 1984 Brigadier Heavy Duty Tractor (not registered and not road-worthy) that will be decommissioned with the purchase of this Heavy-Duty Tractor Truck.*

Finance Committee Recommendation	3	2	0
Select Board Recommendation	4	0	0

**SECTION 6: TO REPAIR/REPLACE WINDOWS, SHINGLES, SIDING, AND TRIM AT TRURO CENTRAL SCHOOL**

To see if the Town will vote to transfer the sum of two hundred twenty- eight thousand, two hundred dollars (\$228,200.00) from Free Cash to the Operating Capital Account (01013358) to pay costs of repairing and replacing windows, shingles, siding and trim at the Truro Central School, and for the payment of all other costs incidental and related thereto; or take any other action relative thereto.

Requested by the Select Board

*Explanation: This is a regular long-term maintenance project that will include re-shingling the exterior walls that have not been recently re-shingled and replacing a leaking bank of windows and the interior and exterior trim around them. The project will be completed in a single multi-week period during summer break.*

School Committee Recommendation			
Finance Committee Recommendation	5	0	0
Select Board Recommendation	4	0	0

**SECTION 7: TO GENERAL FUND RESERVE FUND**

To see if the Town will vote to transfer the sum of one hundred twenty- five thousand dollars (\$125,000.00) from Free Cash to the Reserve Fund (01013257) to be available for extraordinary or unforeseen expenditures in fiscal year 2022, or take any other action relative thereto.

Requested by the Select Board

*Explanation: In accordance with MGL Chapter 40, Section 6, the Reserve Fund is a sum of money appropriated at Town Meeting to be used for “extraordinary or unforeseen expenditures.” The Finance Committee approves or denies Reserve Fund Transfer requests in accordance with Massachusetts General Law and the Truro Select Board Policy #42. In recent years, Town Meeting has appropriated \$100,000 in the Omnibus Budget to the Reserve Fund. This year, \$100,000 is included in the FY2022 Omnibus Budget and \$125,000 of Free Cash is requested to bring the FY2022 Reserve Fund total to \$225,000. This request brings the reserves of the Town more in- line with Government Finance Officers Association recommendations.*

Finance Committee Recommendation	4	1	0
Select Board Recommendation	4	0	0



**Article 7: Council on Aging Revolving Fund**

To see if the Town will vote pursuant to Section 1.1.8 of the General Bylaws to set the spending limit for the COA Revolving Fund for Fiscal Year 2022 at forty thousand dollars (\$40,000); or to take any other action relative thereto.

Requested by the Town Accountant

*Explanation: This is a customary article required by Massachusetts General Law that sets expenditure limits for the Council on Aging Revolving Fund.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

**Article 8: Authorization to Expend Funds in Anticipation of Reimbursement for State Highway Assistance Aid**

To see if the Town will vote to appropriate all sums provided to the Town pursuant to the Chapter 90 Highway Assistance Program of the Massachusetts Department of Transportation for purposes consistent with said program; or to take any other action relative thereto.

Requested by the Town Accountant

*Explanation: The amount of the Chapter 90 funds to be awarded to Truro by the State for FY 2022 is \$169,653.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation	5	0	0

**PETITIONED FINANCIAL ARTICLES**

**Article 9: Fund a Childcare Voucher Program- Petitioned Article**

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$150,000 to pay the costs of funding a voucher system for two and three-year old children of Truro residents and children of Town of Truro employees to attend a state-licensed child care and/or state-licensed PreK program. Eligible children may receive a maximum of \$7,500 per year in voucher support, and are children who have reached the age of no less than two years of age as of August 31<sup>st</sup>, and are not 4 years or older as of August 31<sup>st</sup>, and are children that cannot be accommodated in full at the Truro Central School PreK program. The administration of this program and related funds shall be overseen by the Select Board or their designee, or take any other action relative thereto.

Requested by Citizen Petition

*Select Board Comment: This article was submitted by petition for consideration at Town Meeting.*

Finance Committee Recommendation			
Select Board Recommendation			

DRAFT

**COMMUNITY PRESERVATION ACT ARTICLES**

**Article 10: Community Preservation Act**

**SECTION 1: CONTRIBUTION TO THE AFFORDABLE HOUSING TRUST FUND**

(Community Housing)

To see if the Town will vote to appropriate the sum of Fifty Thousand dollars and no cents (\$50,000.00) from Projected Fiscal Year 2022 Community Preservation Act Surcharge Revenue, to contribute to the Truro Affordable Housing Trust Fund, or take any other action relative thereto.

Requested by Truro Housing Authority

*Explanation: If a fund of money is immediately available to the Housing Authority, then the Housing Authority will be able to make time to act on opportunities that would be lost if the Housing Authority had to wait for Town Meeting or beyond to request money for a legitimate Community Housing project.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation			
Community Preservation Committee Recommendation	5	0	0

**SECTION 2: HOUSING CONSULTANT**

(Community Housing)

To see if the Town will vote to appropriate the sum of Twenty-five Thousand dollars and no cents (\$25,000.00) from Projected Fiscal Year 2022 Community Preservation Act Surcharge Revenue, to provide technical assistance to the Truro Housing Authority, and to enter into a grant agreement to set forth the terms and conditions thereof, or take any other action relative thereto.

Requested by Truro Housing Authority

*Explanation: The Truro Housing Authority needs to continue receiving professional expertise in developing and implementing housing projects. The consultant will not be a full or part-time employee of the Town, but rather will work on particular projects on an “as needed” basis. These funds will be used for a consultant to continue to work on property acquisition, planning and educational programs on housing needs.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation			
Community Preservation Committee Recommendation	5	0	0

**SECTION 3: PRESERVATION OF HIGHLAND HOUSE MUSEUM PERMANENT COLLECTION**

(Historical Preservation)

To see if the Town will vote to appropriate the sum of Eighteen Thousand, Seven Hundred Eighty-four dollars and no cents (\$18,784.00) from Projected Fiscal Year 2022 Community Preservation Act Surcharge Revenue for the preservation of items in the permanent collection of Highland House Museum, and to enter into a grant agreement to set forth the terms and conditions thereof, or take any other action relative thereto.

Requested by the Truro Historical Society

*Explanation: More Highland House Museum permanent historic resources will be displayed in the main exhibition hall; the Miss Betsey Holsbery 1858 Walling Map of Cape Cod will be cleaned and conserved; photographs and documents will be restored; and several Truro artists' works are to be reframed and repaired.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation			
Community Preservation Committee Recommendation	5	0	0

**SECTION 4: EDGEWOOD FARM HISTORIC PRESERVATION PROJECT PHASE 5**

(Historical Preservation)

To see if the Town will vote to appropriate the sum of Seventy-two Thousand, Five Hundred dollars and no cents (\$72,500.00) from Projected Fiscal Year 2022 Community Preservation Act Surcharge Revenue for a fifth phase of restoration and preservation of three historic buildings at Edgewood Farm, and to enter into a grant agreement to set forth the terms and conditions thereof, or take any other action relative thereto.

Requested by the Truro Center for the Arts at Castle Hill

*Explanation: A deed restriction has been completed to keep Edgewood Farm historically preserved in perpetuity. Phase 5 plans include replacement of wooden down spouts on all three buildings, upgrades for historic outdoor lighting, and restoration of one bathroom.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation			
Community Preservation Committee Recommendation	5	0	0

**SECTION 5: PUMA PARK ENHANCEMENT**

(Recreation)

To see if the Town will vote to appropriate the sum of Forty-eight Thousand, Four Hundred Five dollars and no cents (\$48,405.00) from Projected Fiscal Year 2022 Community Preservation Act Surcharge Revenue for shade sails to protect areas of Puma Park, and to enter into a grant agreement to set forth the terms and conditions thereof, or take any other action relative thereto.

Requested by the Truro Commission on Disabilities

*Explanation: This phase of the project will include installation of a safe and accessible surface under the adult exercise equipment and the purchase of shade structures to provide shelter from the full sun at Puma Park.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation			
Community Preservation Committee Recommendation	5	0	0

**SECTION 6: PAYOMET DRIVE-IN**

(Recreation)

To see if the Town will vote to appropriate the sum of Twenty Thousand dollars and no cents (\$20,000.00) from Projected Fiscal Year 2022 Community Preservation Act Surcharge Revenue for improvement of the Highland Center Drive-In stage for recreational use, and to enter into a grant agreement to set forth the terms and conditions thereof, or take any other action relative thereto.

Requested by the Payomet Center for the Performing Arts

*Explanation: The Payomet request is for construction of a bandshell covering for the stage at the Highlands Center Ballfield Drive-In. This would protect performers and anyone using the stage from the elements and would allow programming to continue in all weather for an extended season.*

Finance Committee Recommendation			
Select Board Recommendation			
Community Preservation Committee Recommendation	5	0	0

**SECTION 7: ADMINISTRATIVE SUPPORT**

To see if the Town will vote to appropriate the sum of Thirty-two Thousand, Five Hundred Ninety-one dollars and no cents (\$32,591.00) from Projected Fiscal Year 2022 Community Preservation Act Surcharge Revenue for the administrative expenses of the Community Preservation Committee, or take any other action relative thereto.

Requested by Community Preservation Committee

*Explanation: The Community Preservation Act and the Truro Community Preservation Bylaws permit 5% of the projected Community Preservation Act surcharge revenue can be used for management of CPC operations, as well as for workshops, seminars, membership in the Community Preservation Coalition, printing, advertising and supplies and the like. Any money remaining at the end of the Fiscal Year will revert to the Community Preservation Act Undesignated Fund Balance.*

Finance Committee Recommendation			
Select Board Recommendation			
Community Preservation Committee Recommendation	6	0	0

**SECTION 8: OPEN SPACE RESERVE**

To see if the Town will vote to appropriate the sum of Sixty-five Thousand, One Hundred Eighty-one dollars and no cents (\$65,181.00) from Projected Fiscal Year 2022 Community Preservation Act Surcharge Revenue to reserve for the purpose of Open Space, or take any other action relative thereto.

Requested by the Community Preservation Committee

*Explanation: The Community Preservation Act and the Truro Community Preservation Bylaws require 10% of the projected Community Preservation Act surcharge revenue be used for Open Space. This is the first year that there is no debt service or Open Space project request. The money will remain in reserve for future use.*

Finance Committee Recommendation			
Select Board Recommendation			
Community Preservation Committee Recommendation	6	0	0

**SECTION 9: BUDGETED RESERVE**

To see if the town will vote to appropriate the sum of Three Hundred Nineteen Thousand, Three Hundred Fifty-two dollars and no cents (\$319,352.00) as a Budgeted Reserve from Projected Fiscal Year 2022 Community Preservation Act Surcharge Revenue for such projects as may be recommended by CPC to Town Meeting, or take any other action relative thereto.

Requested by Community Preservation Committee

*Explanation: After the 10% allotments for Community Housing, Historic Preservation and Open Space are made or reserved for those purposes, a balance of \$319,352 will be reserved for approved CPA projects in any category including Recreation by Town Meeting approval. Any money remaining at the end of the Fiscal Year will be assigned to the Community Preservation Act Undesignated Fund Balance.*

Finance Committee Recommendation			
Select Board Recommendation			
Community Preservation Committee Recommendation	6	0	0

DRAFT

**LAND CONVEYANCE ARTICLES**

**TWO-THIRDS  
VOTE**

**Article 11: Authorization to Convey Town Property to the Truro Conservation Trust**

To see if the Town will vote to transfer an .822-acre parcel located at 1 Pond Village Avenue (36-048) from the Tax Title Custodian to the Select Board, for the purpose of conveyance, including a conveyance to the Truro Conservation Trust, for nominal or no consideration, said land to be conserved as open space in perpetuity, and on such other terms and conditions as the Select Board shall determine; or take any other action relative thereto.

Requested by the Select Board

*Explanation: This parcel is adjacent to 10 acres recently purchased by the Truro Conservation Trust (known as the “Twine Field” property) and across Pond Road from the Town-owned Pilgrim Park. The TCT has built publicly accessible trails and installed benches on the “Twine Field” property that has created a park-like setting to complement Pilgrim Park. The acquisition of this Town-owned parcel will enable the TCT to establish a permanent trailhead access on Pond Village Avenue and will expand the total amount of contiguous open space conserved in perpetuity for public use and wildlife habitat. This article was originally slated for the 2020 Annual Town Meeting but was deferred due to the COVID-19 pandemic.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation			



**Article 12: Accept Deed in Lieu of Foreclosure—135 South Pamet Road**

To see if the Town will vote to accept a deed in lieu of foreclosure from Barbara R. Musnuff, or from the then current owner(s), pursuant to the provisions of G.L. Chapter 60, Section 77C, to a parcel of land identified as Assessors Map 48, Lot 7, said property described in a deed recorded with the Barnstable County Registry of Deeds in Book 2427, Page 117, located at 135 South Pamet Road, which is subject to tax takings held by the Treasurer/Collector for unpaid real estate taxes, said parcel to be under the care, custody, control and management of the Select Board for general municipal purposes, and to authorize the Select Board to accept and record the deed, provided the Select Board determines that the deed and the acceptance shall comply with the provisions of G.L. Chapter 60, Section 77C, or take any other action relative thereto.

Requested by the Select Board

*Explanation: The home at 135 South Pamet Road was demolished in 2018 after storm impacts and migrating sand rendered it unstable. The property serves as a public access to Ballston Beach. The owner of the property, Barbara Musnuff, has agreed to donate the property to the Town by a deed in lieu of foreclosure, which means any outstanding taxes are forgiven. This article authorizes the Select Board to accept a deed for the property.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation			

GENERAL BYLAW ARTICLES

**Article 13: Amend General Bylaws, Chapter 3 Prohibitions on the Use and Sale of Balloons**

To see if the Town will vote to amend Chapter 3 of the General Bylaws by adding a new section as follows (new language shown in **bold underline**):

**No person shall sell, use or distribute any type of balloon (including, and not limited to, plastic, latex or Mylar balloons) inflated with any type of lighter-than-air gas (including, and not limited to, helium gas). No person shall dispose of any balloon in any manner, including by release into the air, other than being contained in a plastic trash bag and transported to the Transfer Station.**

**This Bylaw may be enforced through any lawful means in law or in equity, including, but not limited to, non-criminal disposition pursuant to G.L. c. 40, §21D. If non-criminal disposition is elected, then any Establishment or individual violating any provision of this Bylaw shall be subject to the following penalties:**

**\$50.00 for first offense**

**\$100.00 for second offense**

**\$200.00 for third and subsequent offenses.**

**Each day that such violation continues shall be considered a separate offense.**

or to take any other action relative thereto.

Requested by the Select Board

*Explanation: This article would prohibit the sale, use, or distribution of helium (or similar) balloons, which often end up as litter on land or in the ocean and can be hazardous to animals and marine life.*

Select Board Recommendation	5	0	0
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**Article 14: Amend General Bylaws, Chapter 3 Municipal Single-Use Plastic Bottle Ban**  
To see if the Town will vote to adopt the following as a general bylaw and to insert it into the Chapter 3 of the General Bylaws (new language shown in **bold underline**):

**The purchase by the Town of Truro of either water or any other beverage in single-use plastic bottles of any size is prohibited and the sale of non-carbonated, unflavored water in single-use plastic containers is prohibited on Town of Truro property.**

**Any Town department when engaged in public health and safety operations shall be exempt from this Bylaw.**

**Effective date: As soon as practicable but no later than September 1, 2021.**

**In the event of a declaration (by Emergency Management Director, or other duly-authorized Town, Commonwealth, or United States official) of an emergency affecting the availability and/or quality of drinking water for Truro residents the Town shall be exempt from this Bylaw until seven (7) calendar days after such declaration has ended.**

or to take any other action relative thereto.

Requested by the Select Board

*Explanation: The Select Board prepared a similar article for the 2020 Annual Town Meeting but opted to consider it at a future Town Meeting due to the COVID-19 Pandemic. A municipal plastic bottle ban was initiated on Cape Cod in 2019 and has been adopted by 13 of the 15 towns in Barnstable County as of year-end 2020. Plastic bottles do not biodegrade and can last forever. Their production emits toxic waste into the air, and chemicals from plastic can leach into our beverages. When plastic bottles are discarded, they pollute the air if incinerated, contaminate groundwater if buried, clutter our beaches, forests, and roadways, and if ending up in our oceans threaten marine life. The proposed language provides for a municipal ban and a commercial ban that would apply solely to municipal property and would prohibit Town of Truro staff, officials, or other purchasing agents of the Town from purchasing any beverages in single-use plastic bottles as part of their official duties. It would also prohibit commercial entities from selling non-carbonated, unflavored water in single-use plastic containers on Town of Truro-owned property.*

Select Board Recommendation			
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**SELECT BOARD ARTICLES ORIGINATING FROM CITIZEN-PETITION**

**Article 15: Non- Binding Public Advisory Questions for Increased Security at Pilgrim Nuclear Power Station on Cape Cod Bay- Petitioned Article**

*Whereas*, the high-level nuclear waste will remain at Pilgrim for decades or more in dry casks that present safety concerns, each holding half the radioactive cesium released at Chernobyl;

*Whereas*, the spent fuel pool remains full and is vulnerable to terrorist attack or accident that could cause radioactive contamination rendering our communities uninhabitable;

*Whereas*, due to lack of proper security on the property, there has been open access beyond the posted 'No Trespassing' signs to within line-of-sight of dry cases and spent fuel pool;

*Whereas*, during decommissioning, the Nuclear Regulatory Commission has abdicated its responsibility to protect the public by approving exemptions requested by new Pilgrim owner Holtec for reduced offsite liability insurance, cybersecurity, and offsite emergency planning;

*Whereas*, safety is a human right;

*Whereas*, citizens of the Town of Truro find this to be an unacceptable threat to our health and safety and must be resolved in the most timely manner;

*Therefore*, shall the people of the Town of Truro direct the local government to communicate to Governor Baker and the State Legislature to employ all means available to ensure that: (1) spent nuclear fuel is secured in better quality dry casks and hardened onsite, storage; and (2) spent fuel pool and casks are protected with heightened security to prevent intrusion in order to protect the health, welfare, and economic interests of the Town of Truro and its inhabitants and visitors?

or take any other action relative thereto.

Requested by the Select Board

*Petitioner Comment: This was submitted by petition for consideration at Town Meeting for inclusion as a non-binding public advisory question for the 2020 spring Town Ballot.*

*Select Board Comment: This was submitted by petition for consideration at the 2020 Annual Town Meeting and can be considered by Town Meeting as a non-binding advisory vote. The Select Board voted at their August 25, 2020 meeting to include the 2020 Annual Town Meeting petitioned articles on a subsequent special or annual Town Meeting as Select Board articles.*

Select Board Recommendation	5	0	0
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**Article 16: Resolution in Support of Changing the State Flag & Seal of Massachusetts-  
Petitioned Article**

To see if our Town, Truro, will support the following resolution to ask the governor to appoint a committee to change the Massachusetts State Flag, Motto, and Seal:

***Resolution in Support of Changing the State Flag & Seal of Massachusetts***

*Whereas the history of the State of Massachusetts is replete with instances of conflict between the European Colonists and the Native Nations of the Region, who first extended the hand of friendship to the Colonists on their shores in 1620, and helped them to survive starvation during the settlers' first winters on their land;*

*Whereas members of the Native Nation for whom the State of Massachusetts is named were ambushed and killed by Myles Standish, first commander of the Plymouth Colony, in April of 1623, barely two years after the Pilgrims arrived on their shores;*

*Whereas the naked Colonial broadsword brandished above the head of the Native man on the Massachusetts State Flag and Seal is modeled over Myles Standish's own broadsword, borrowed from the Pilgrim Hall in Plymouth by the illustrator Edmund Garrett in 1884;*

*Whereas the belt binding the Native's cloak on the Flag and Seal is modeled after a belt worn by Metacomet, known to the English as King Philip, who was among the Wampanoag leaders who resorted to a mutually destructive war in 1675-76 in defense of Native lands against Euro-Colonial encroachment;*

*Whereas the proportions of the body of the Native man in the Flag and Seal were taken from a Native skeleton kept in Winthrop, the bow modeled after a bow taken from a Native man shot and killed by a colonist in Sudbury in 1665, and his features taken from a photograph of an Ojibwe chief from Great Falls, Montana, considered by the illustrator to be a "fine specimen of an Indian," though not from Massachusetts;*

*Whereas the history of relations between Massachusetts since Colonial times and the Native Nations who continue to live within its borders includes the forced internment of thousands of so-called "praying Indians" on Deer Island, in Boston Harbor, where they died by the hundreds of exposure in 1675, their subsequent enslavement in Boston, Bermuda, and the Caribbean Islands, the offering of 40 pounds sterling as bounty for the scalps of Native men, women and children in Massachusetts beginning in 1686, increased to 100 pounds sterling for the scalps of Native adult males by 1722, half that amount for Native women and children;*

*Whereas Native Nations within the boundaries of Massachusetts were kept in a state of serfdom, and their members legally considered incompetent wards of the state until the nonviolent action of the so-called Mashpee Rebellion of 1833 led to the granting of Native self rule by the Massachusetts legislature in 1834, as if the sovereign right of Native self-government was the Massachusetts legislature's to confer;*

*Whereas Native Americans were legally prohibited from even stepping foot into Boston from 1675 until 2004, when that law was finally repealed;*

*Whereas the 400th anniversary of the landing of the Euro-Colonists at Plymouth Plantation, which gave rise to the long chain of genocidal wars and deliberate policies of cultural*

*destruction against Native Nations of this continent, is approaching in the year 2020, affording every citizen of the Commonwealth a chance to reflect upon this history and come to a new awareness of a better relationship between the descendants of the Euro-Colonial immigrants and the Native Nations of the Commonwealth;*

*Whereas the land area now known as the Town of Truro shares a rich Native history with modern tribal Nations like the Mohican, the Abenaki, and tribal groups like the Sokoki and the Pocumtuck and the Wampanoag who frequented this area for thousands of years before the first colonial settlers arrived.*

*Now, therefore, BE IT RESOLVED that the Town of Truro hereby adopts this resolution in support of H.2776 and S.1877, a "Resolve Providing for the creation of a Special Commission relative to the Seal and Motto of the Commonwealth," and requests that Representative Paul Mark and Senator Jo Comerford continue their strong advocacy and support for the aforementioned Resolve (H.2776 and S.1877) in the General Court, and that the Joint Committee on State Administration and Regulatory Oversight, after holding a public hearing on the Resolve report it out favorably, and if the legislation shall pass that the governor shall sign it and work with members of the General Court to ensure its enactment.*

or take any other action relative thereto.

Requested by the Select Board

*Select Board Comment: This was submitted by petition for consideration at the 2020 Annual Town Meeting and can be considered by Town Meeting as a non-binding advisory vote. The Select Board voted at their August 25, 2020 meeting to include the 2020 Annual Town Meeting petitioned articles on a subsequent special or annual Town Meeting as Select Board articles.*

Select Board Recommendation	5	0	0
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TWO-THIRDS  
VOTE

**Article 17: Charter Amendment to Sections 3-1-1 and 6-4-2- Petitioned Article**

Whereas the Truro Planning is currently an elected multi-member body;

Whereas the intent of this article is to change the Truro Planning Board to a Select Board appointed multi-member body;

Now, therefore, to see if the Town will vote pursuant to G.L. c.43B, § 10 to amend Sections 3-1-1 and 6-4-2 of the Town Charter as set forth below, with ~~strikethrough~~ text to be deleted and **bold underlined** text to be inserted:

3-1-1 *The membership of the following multi-member bodies shall be elected as follows:*

- A Moderator shall be elected for a three-year term.*
- A Board of Selectmen of five members.*
- A School Committee of five members.*
- ~~*A Planning Board of seven members.*~~
- A Board of Library Trustees of five members, notwithstanding the provisions of Section 10 of Chapter 78 of the General Laws.*
- A Housing Authority of four members in accordance with the General Laws.*
- A fifth member of the Housing Authority shall be appointed by the Commonwealth.*
- A Cemetery Commission of three members.*

6-4-2 *The regulatory multi-member bodies listed below shall be appointed by the Board of Selectmen in accordance with sections 4-3-2 and 6-2-6 of this Charter.*

- Board of Health*
- Board of Assessors*
- Conservation Commission*
- Zoning Board of Appeals*
- Planning Board**

or take any other action relative thereto.

Requested by the Select Board

*Select Board Comment: This article was submitted by petition for consideration at the 2020 Annual Town Meeting. The Select Board voted at their August 25, 2020 meeting to include the 2020 Annual Town Meeting petitioned articles on a subsequent special or annual Town Meeting as Select Board articles.*

Select Board Recommendation			
Charter Review Committee Recommendation			

**Article 18: Amend the Local Room Occupancy Excise Tax- Petitioned Article**

To see if the Town will vote to amend the local room occupancy excise tax under G.L. c. 64G, §3A to the rate of 6%, or take any other action relative thereto.

Requested by the Select Board

*Select Board Comment: This article was originally submitted by petition for consideration at the 2020 Annual Town Meeting. The Select Board voted at their August 25, 2020 meeting to include the 2020 Annual Town Meeting petitioned articles on a subsequent special or annual Town Meeting as Select Board articles. As originally written, this article was not in proper legal form, and as such, the Select Board modified the article to meet the intent of the initial article, which resulted in two separate articles. In this, the first of the two articles, the voters will consider increasing the local room occupancy tax from 4% to 6% effective October 1, 2021 (date provided by Massachusetts General Law). If approved, the second article (Article 19: To Establish an Affordable Housing Stabilization Fund and to Dedicate a Percentage of the Local Room Occupancy Excise Tax to Said Fund) will be considered so that an Affordable Housing Stabilization Fund will be established and 33% of annual local room occupancy excise will be dedicated to said fund.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation			

DRAFT



**TWO-THIRDS  
VOTE**

**Article 19: To Establish an Affordable Housing Stabilization Fund and to Dedicate a Percentage of the Local Room Occupancy Excise Tax to Said Fund- Petitioned Article**  
 To see if the Town, pending a favorable vote of Article 18: Amend the Local Room Occupancy Excise Tax, will vote to accept the fourth paragraph of G.L. c. 40, §5B to establish an affordable housing stabilization fund and to dedicate, without further appropriation, 33% of the annual local room occupancy excise to said stabilization fund to commence on October 1, 2021, or take any other action relative thereto.

Requested by the Select Board

*Select Board Comment: This article was originally submitted by petition for consideration at the 2020 Annual Town Meeting. The Select Board voted at their August 25, 2020 meeting to include the 2020 Annual Town Meeting petitioned articles on a subsequent special or annual Town Meeting as Select Board articles. As originally written, this article was not in proper legal form, and as such, the Select Board modified the article to meet the intent of the initial article, which resulted in two separate articles. If Article 18: Amend the Local Room Occupancy Excise Tax is approved by Town Meeting, this article will be considered so that an Affordable Housing Stabilization Fund will be established and 33% of annual local room occupancy excise will be dedicated to said fund beginning on October 1, 2021.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation			

TWO-THIRDS  
VOTE

**Article 20: Charter Amendment to Section 2-2-4- Petitioned Article**

To see if the Town will vote to amend Section 2-2-4 of the Town Charter by adding new language as follows (new language shown **bold underline**), or to take any other action relative thereto.

2-2-4     *The Moderator shall appoint a Finance Committee in accordance with the provisions of Chapter 6. The Finance Committee shall act in an advisory capacity to the legislative branch, the Town Meeting. **The Moderator shall conduct an open search, selection and appointment process for candidates for new, renewing, and/or vacant seats for the Finance Committee. The Moderator will adhere to the procedures and practices used by the Select Board for appointed, members to Town committees and pursuant to General Law and to Chapter 6 of the Town Charter, as established and amended by Town Vote.***

Requested by the Select Board

*Select Board Comment: This article was submitted by petition for consideration at Town Meeting.*

*Petitioner’s Comment: The Finance Committee serves an essential and significant role year-round in developing departmental and Town-wide budget(s) for approval annually at ATM Presently, members are appointed at the sole discretion of the Town Moderator in a private process. The public should have an opportunity to apply, make their skills and interests known to the Townspeople as well as the Moderator, and be subject to public interviews and transparent selection processes.*

Select Board Recommendation			
Charter Review Committee Recommendation			

## ZONING BYLAW ARTICLES

TWO-THIRDS  
VOTE**Article 21: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit - Petitioned Article**

To see if the Town will vote to amend Section 40, Special Regulations, §40.2 Accessory Dwelling Unit, by deleting the language in ~~strike through~~, adding the **bold underlined** wording and enumerate the bylaw correctly accordingly.

*§40.2 Accessory Dwelling Unit**A. The purposes of this bylaw are to:*

1. *Increase the number of moderately priced, year-round rental swelling units in Truro;*
2. *Encourage a more economical and energy-efficient use of the Town's housing supply; and*
3. *Provide homeowners with a means of obtaining rental income to defray housing costs.*

*B. Requirements*

1. *One Accessory Dwelling Unit (ADU) per buildable lot may be allowed in any zoning district by obtaining an ADU **Building** Permit. ~~from the Planning Board.~~*
2. *An ADU may be established within or attached to a principal swelling, principal structure, or accessory structure, or constructed as a detached unit, and must be located on the same lot as the primary dwelling.*
3. *The ADU must be in conformity with the State Building Code, Title V of the State Sanitary Code and all applicable town health, building, zoning and other local laws and regulations.*
4. *An ADU within or attached to a principal dwelling, principal structure or accessory structure that is a pre-existing nonconforming use or structure shall not increase any existing nonconformity or create a new nonconformity without first obtaining a **Special** Permit or Variance, respectively, from the Zoning Board of Appeals.*

*C. ADU Permit Criteria*

1. *The ADU shall be a complete, separate housekeeping unit containing both kitchen and sanitary facilities.*
2. *The ADU shall not contain more than one thousand (1,000) square feet nor less than four hundred (400) square feet of Gross Floor Area as that term is defined in Section II of this Zoning By-law. Once an ADU has been added to a dwelling, structure or lot, the ADU shall not be enlarged beyond the square footage specified in the permit granted pursuant to this section without first obtaining a subsequent **ADU Building** Permit, ~~from the Planning Board,~~ and in no case shall an ADU be permitted to exceed the square footage allowed by this section.*
3. *At least two (2) off street parking spaces in addition to parking otherwise required for the property is required for an ADU.*
4. *An ADU shall be clearly subordinate in use, size, and design to the principal dwelling or structure, ~~considering the following: building architectural details, roof design, building spacing and orientation, building screening, door and window size and location, and~~*

~~building materials.~~ When accessory to a principal dwelling, the intent is to retain the appearance of a single-family dwelling and the privacy of abutters.

5. The principal dwelling and ADU and lot on which they are located shall remain in common ownership, and shall not be severed in ownership, including that the lot, buildings or units thereon shall not be placed in a condominium form of ownership.
6. Either the ADU or the principal dwelling on a lot with an ADU must be leased for a term of at least twelve (12) months. Rental of said unit for a period of less than twelve (12) months (including, but not limited to, seasonal rental and rental through vacation rental services and websites) is prohibited. Proof of year-round rental shall be provided annually to the Building Commissioner by the owner in the form of a lease and a signed affidavit from both the owner and renter stating the unit is being rented accordingly and is used as a primary residence.
7. ADUs permitted under this section shall be inspected annually or as frequently as deemed necessary by the Health and Building Departments for compliance with public safety and public health codes. The owner of the property shall be responsible for scheduling such inspection and shall pay any applicable inspection fees.

#### D. Procedure

1. Each application for a Permit shall be filed by the Applicant with the ~~Town Clerk~~ **Building Department** consisting of:
  - a. ~~An original and 14 copies of the Application for ADU Permit;~~
  - b. ~~15~~ **Copies** of the required plans and **in addition** to other required information under §40.2;
  - c. Applicable filing fee;
  - d. ~~List of abutters obtained from the Truro Assessing Department;~~
  - e. Site Plan or Site and Sewage Plan prepared by a registered professional engineer or registered sanitarian showing all property lines, existing and proposed structures on the parcel, and setbacks from roads and property lines for each structure. Building dimensions (height, stories, square footage) shall be shown on the plan.
  - f. Documentation of approval of the septic/wastewater treatment system from the Board of Health.
  - g. Building plans at a scale of no less than 1/8"= 1'-0", including floor plans and front, side and rear elevations of the ADU and principal dwelling or structure.
  - h. Affidavit declaring that the ADU and/or principal dwelling to which it is accessory will be rented on a twelve month basis.
  - i. Documentation of approval, if applicable, from the Conservation Commission.
  - j. Documentation of Special Permit or Variance, if applicable, from the Zoning Board of Appeals.

#### E. ~~Public Hearing~~

1. ~~Upon receipt of the application by the Truro Town Clerk, the Planning Board shall hold a duly noticed public hearing within 65 days of said filing. The Board shall:~~
  - a. ~~Give notice by advertisement in a newspaper of general circulation in the Town of Truro, no less than ten (10) days before the day of such hearing; and~~
  - b. ~~Give notice by posting such notice in a conspicuous place in the Town Hall for a period of not less than ten (10) days before the day of such hearing; and~~

~~c. Give notice by mailing a copy of such advertisement to abutters to the subject property, abutters to abutters within 300 feet of the subject property, and owners of properties across the street from the subject property.~~

~~F. Findings of the Planning Board~~

- ~~1. The Planning Board shall grant an ADU Permit if it finds that the proposal complies with the provisions of this bylaw, §40.2, as amended. The concurring vote of four members of the Planning Board shall approve an ADU permit as submitted or with reasonable conditions. The Board shall deny the permit only if:
 
  - ~~a. The application is incomplete, and the applicant fails to complete the application within 21 days after written notice of the application's deficiencies, or~~
  - ~~b. The imposition of reasonable conditions will not ensure that the ADU will conform to the standards and criteria described herein, or~~
  - ~~c. The ADU does not comply with the requirements of the Zoning Bylaw.~~~~
- ~~2. The permit decision is not appealable.~~

G. Penalty

Failure of the applicant to comply with any provision of this section or the Permit is punishable by a fine established in Section 60.1 of the Truro Zoning Bylaws and shall entitle the Planning Board, **Building Commissioner** after notice and public hearing, to revoke, modify or suspend the Permit. The Town shall be entitled to recover its litigation fees, including counsel fees, incurred in enforcement of this Bylaw.

H. Requirements for Tax Exemption

Qualifying ADUs permitted under this section are eligible to seek tax abatement pursuant to Chapter I, Section 10 of the Truro General Bylaws, Tax Exemption for Affordable Accessory Dwelling Units.

or to take any other action relative thereto.

Select Board Comment: This article was submitted by petition for consideration at Town Meeting.

Petitioner's Comment: This is a citizen petitioned article. This article was created to allow homeowners to build or convert an existing building to one (1) accessory dwelling unit on their property with the provision that it be rented year round as opposed to seasonally. This will benefit the community by increasing the opportunities for young people to afford to live in town, enable elderly residents to downsize or rent a portion of their home and will help create a more well-rounded community. There is a segment of the community that earns more than allows them to qualify for affordable housing yet don't make enough to afford a home. This bylaw will allow residents to create opportunities for this segment of society to live in Truro. This change will remove the planning board from the process, allowing property owners to build ADUs as a "by right" designation meaning if it fits on your property without infringing on other zoning or

*health regulations, you can proceed without hearings and additional costs associated with filings.*

Select Board Recommendation			
Planning Board Recommendation	0	6	0

DRAFT

**TWO-THIRDS  
VOTE**

**Article 22: Amend Zoning Bylaw §10.4 and §30.2 Food Truck Definition and Use and §30.9 Parking**

(additions in underline, deletions in ~~cross-through~~)

To see if the Town will vote to amend the Zoning Bylaw by:

(a) Adding the following new definition to §10.4 Definitions:

Food Truck: A motorized truck, towable trailer, or cart that is used to sell or distribute food to consumers pursuant to a mobile food service permit and a hawker and peddler license and/or pursuant to a common victualler license.

(b) Adding “Food Trucks” to the §30.2 Use Table as follows:

<b>PRINCIPAL USES</b>							
	R	BP	NT6A	TC	NTC	Rt6	S
<b>COMMERCIAL</b>							
<u>Food Trucks (12)</u>	<u>SP</u>	<u>SP</u>	<u>SP</u>	<u>SP</u>	<u>SP</u>	<u>SP</u>	<u>SP</u>

**NOTES**

12. A Special Permit shall not be required for any location having received a license and/or permit for the operation of a Food Truck from the Town of Truro Select Board and/or Board of Health prior to April 28, 2020.

(c) Adding “Food Trucks” to the §30.9 Parking Schedule as follows:

<b>PRINCIPAL USE</b>	<b>PARKING REQUIREMENT</b>
<b>RESIDENTIAL</b>	
<u>Food Trucks</u>	<u>2 spaces per food truck</u>

or to take any other action relative thereto.

Requested by the Planning Board

*Planning Board Comment: This article recognizes food trucks as a land use and provides reasonable, flexible measures for public review. The Zoning Bylaw (hereafter “ZBL”) does not currently include food trucks as a use, and thus food trucks are likely not allowed despite*

*having existed throughout town for many years. Most notably there is a history of food trucks at Town beaches in the Residential and Seashore districts. This article defines and legalizes the use while grandfathering existing locations, provides for noticed public hearings before the Zoning Board of Appeals for any new location proposed, and adds reasonable parking requirements. The act of adding the use also brings clarity to the existing practice of requiring Commercial Site Plan Review for new locations.*

Select Board Comment:

Planning Board Recommendation	6	0	0
Select Board Recommendation			

DRAFT



**TWO-THIRDS  
VOTE**

**Article 23: Amend Zoning Bylaw §30.9 Parking, C. Off Street Parking Schedule**

To see if the Town will vote to amend Zoning Bylaw §30.9 Parking Schedule as follows:  
(additions in underline, deletions in ~~cross-through~~)

C. Off Street Parking Schedule:

2. These standards are the minimum requirement. The Planning Board under Site Plan Review, or the Zoning Board of Appeals by Special Permit when Site Plan Review is not required. may vary the required number of spaces if the nature and scale of a proposed use warrants such a change.

or to take any other action relative thereto.

Requested by the Planning Board

*Planning Board Comment: This article provides a process for the modification of parking requirements. Currently these requirements can be modified during Site Plan Review, but there is not a mechanism for projects that do not require Site Plan Review. This article allows modifications to be issued by the Zoning Board of Appeals after a noticed public hearing.*

Select Board Comment:

Planning Board Recommendation	6	0	0
Select Board Recommendation			

**TWO-THIRDS  
VOTE**

**Article 24: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit, C. ADU Permit**

To see if the Town will vote to amend Zoning Bylaw §40.2 Accessory Dwelling Unit as follows: (additions in underline, deletions in ~~cross-through~~):

C. ADU Permit Criteria

- 3. At least two (2) off street parking spaces in addition to parking otherwise required for the property is required for an ADU. This requirement may be reduced or waived at the discretion of the Planning Board.

or to take any other action relative thereto.

Requested by the Planning Board

*Planning Board Comment: This article allows for reduction of the parking requirement for ADUs as part of the noticed public hearing process for ADU permits. It recognizes that unforeseen circumstances may exist to justify the requirement is unnecessary and creates a hardship for homeowners looking to add an ADU to their property. For instance, some small ADUs may clearly be intended for one person and not require 2 parking spaces.*

Select Board Comment:

Planning Board Recommendation	5	1	0
Select Board Recommendation			

**TWO-THIRDS  
VOTE**

**Article 25: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit, D. Procedure**

To see if the Town will vote to amend Zoning Bylaw §40.2 Accessory Dwelling Unit by adding new language and deleting language as follows (additions in underline, deletions in ~~cross-through~~):

D. Procedure

1. Each application for a Permit shall be filed by the Applicant with the Town Clerk consisting of:

- a. An original and ~~44~~ 9 copies of the Application for ADU Permit;
- b. ~~45~~ 10 paper copies and one digital copy of the required plans and other required information under §40.2

or to take any other action relative thereto.

Requested by the Planning Board

*Planning Board Comment: This article reduces the required number of physical copies of applications and adds requirements for the submittal of digital copies. Most applications are distributed to Town staff electronically, reducing the need for paper copies.*

*Select Board Comment:*

Planning Board Recommendation	6	0	0
Select Board Recommendation			

TWO-THIRDS  
VOTE

**Article 26: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit, D. Procedure**

To see if the Town will vote to amend Subsection D of Zoning Bylaw §40.2 Accessory Dwelling Unit by deleting language as follows (additions in underline, deletions in ~~cross-through~~):

D. Procedure

...

~~f. Documentation of approval of the septic/wastewater treatment system from the Board of Health.~~

...

~~i. Documentation of approval, if applicable, from the Conservation Commission.~~

~~j. Documentation of Special Permit or Variance, if applicable, from the Zoning Board of Appeals.~~

or to take any other action relative thereto.

Requested by the Planning Board

*Planning Board Comment: This article eliminates submittal requirements that are not germane to the jurisdiction of the Planning Board in their review of ADU permit applications. It does not eliminate the need for ADUs to receive all necessary permits. The Building Commissioner and Health/Conservation Agent will continue to review these requirements through the building permit process. Additionally, the submittal requirements to be eliminated currently require that the Planning Board must always be the final regulatory board to review ADUs when it may be logical to go in an alternate order under certain circumstances.*

Select Board Comment:

Planning Board Recommendation	6	0	0
Select Board Recommendation			

TWO-THIRDS  
VOTE

**Article 27: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit, D. Procedure**

To see if the Town will vote to amend Subsection D of Zoning Bylaw §40.2 Accessory Dwelling Unit by adding new language and deleting language as follows (additions in underline, deletions in ~~cross-through~~):

D. Procedure

...

g. Building floor plans at a scale of no less than 1/8"= 1'-0", ~~including floor plans and front, side and rear elevations of the ADU and principal dwelling or structure.~~

h. For ADUs proposed in a new structure or that require the modification of the exterior of an existing structure, building elevations at a scale of no less than 1/8"= 1'-0" of the dwelling or structure that contains the ADU.

i. Photographs of the exterior of the existing principal dwelling taken from the north, south, east, and west.

j. For ADUs proposed within an existing accessory structure, photographs of the exterior of the existing accessory structure taken from the north, south, east, and west.

or to take any other action relative thereto.

Requested by the Planning Board

*Planning Board Comment: This article eliminates the need for ADU permit applications to include building elevation plans for proposals where there are no exterior changes to a building proposed. This is an unnecessary cost to applicants, and existing conditions can easily be documented with photographs.*

Select Board Comment:

Planning Board Recommendation	6	0	0
Select Board Recommendation			

**TWO-THIRDS  
VOTE**

**Article 28: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit, F. Findings of the Planning Board**

To see if the Town will vote to amend Subsection F of Zoning Bylaw §40.2 Accessory Dwelling Unit by deleting language as follows (additions in underline, deletions in ~~cross-through~~):

F. Findings of the Planning Board

...

~~2. The permit decision is not appealable.~~

or to take any other action relative thereto.

Requested by the Planning Board

*Planning Board Comment: This article recognizes that a town cannot deny appeal rights through stating such in a zoning bylaw. Any discretionary permit (including an ADU permit) issued through zoning is appealable under state law by either the applicant or another interested party. Further, the current language may create confusion regarding the particular type of court appeal that should be filed resulting in additional unnecessary legal costs to the applicant, the Town, or both.*

Select Board Comment:

Planning Board Recommendation	6	0	0
Select Board Recommendation			

**TWO-THIRDS  
VOTE**

**Article 29: Amend Zoning Bylaw §40.2 Accessory Dwelling Unit, H. Requirements for Tax Exemption and §10.4 Definitions**

To see if the Town will vote to amend the Zoning Bylaw by

(a) adding new language and deleting language in Subsection H of §40.2 Accessory Dwelling Unit as follows (additions in underline, deletions in ~~cross-through~~):

H. Requirements for Tax Exemption

Qualifying ADUs permitted under this section are eligible to seek tax abatement pursuant to Chapter I, Section ~~10~~ 11 of the Truro General Bylaws, Tax Exemption for Affordable Accessory Dwelling Units.

And by

(b) deleting from §10.4 Definitions the following definition in its entirety:

~~Dwelling Unit, Affordable Accessory. A rental dwelling unit either detached from or located within or attached to a principal dwelling, principal structure, garage, containing at least four hundred (400) square feet but not more than one thousand four hundred (1,400) square feet of Gross Floor Area. Accessory unit shall be restricted to remain affordable by conditions attached to the Special Permit issued by the Planning Board and be occupied by income-eligible households determined in accordance with HUD Income and Fair Market Rental Guidelines. (04/07)~~

or to take any other action relative thereto.

Requested by the Planning Board

*Planning Board Comment: This article corrects a scrivener's error referencing the General Bylaws and removes an obsolete definition for Affordable Accessory Dwelling Units. The ZBL previously contained provisions for Affordable ADUs, but this was replaced with the adoption of the current ADU bylaw.*

*Select Board Comment:*

Planning Board Recommendation	6	0	0
Select Board Recommendation			

**TWO-THIRDS  
VOTE**

**Article 30: Amend Zoning Bylaw §70.3 Commercial Development**

To see if the Town will vote to amend Subsection D of Zoning Bylaw §70.3 Commercial Development by adding new language and deleting language as follows (additions in underline, deletions in ~~cross-through~~):

D. Procedures and Plan Requirements

1. Each application for Commercial Site Plan Review shall be filed by the Applicant with the Town Clerk consisting of:
  - a. An original and 44 ~~9~~ copies of the Application for Site Plan Review;
  - b. 10 ~~45~~ paper copies and one digital copy of the required plans and other required information per subsection 3 below;

or to take any other action relative thereto.

Requested by the Planning Board

*Planning Board Comment: This article reduces the required number of physical copies of applications and adds requirements for the submittal of digital copies. Most applications are distributed to Town staff electronically, reducing the need for paper copies.*

*Select Board Comment:*

Planning Board Recommendation	6	0	0
Select Board Recommendation			



**TWO-THIRDS  
VOTE**

**Article 31: Amend Zoning Bylaw §70.4 Residential Development**

To see if the Town will vote to amend Subsection C of Zoning Bylaw §70.4 Residential Development by adding new language and deleting language as follows (additions in underline, deletions in ~~cross-through~~):

C. Procedures and Plan Requirements

1. Each application for Residential Site Plan Review shall be filed by the Applicant with the Town Clerk consisting of:
  - a. An original and 44 ~~9~~ copies of the Application for Site Plan Review;
  - b. 45 ~~10~~ paper copies and one digital copy of the required plans and other required information per subsection 3 below;

or to take any other action relative thereto.

Requested by the Planning Board

*Planning Board Comment: This article reduces the required number of physical copies of applications and adds requirements for the submittal of digital copies. Most applications are distributed to Town staff electronically, reducing the need for paper copies.*

*Select Board Comment:*

Planning Board Recommendation	6	0	0
Select Board Recommendation			

**TWO-THIRDS  
VOTE**

**Article 32: Amend Zoning Bylaw §70.6 Recording of Decision**

To see if the Town will vote to amend Zoning Bylaw §70.6 Recording of Decision by adding new language and deleting language as follows (additions in underline, deletions in ~~cross-through~~):

It shall be the responsibility of the applicant to obtain a true attested copy of the decision from the Town Clerk. The applicant shall be responsible for recording the Planning Board Commercial or Residential Site Plan decision at the Barnstable Registry of Deeds or Land Court, as applicable. Prior to the issuance of a building permit, the applicant shall present evidence of such recording to the Building Commissioner and the ~~Planning Board Secretary~~ Planning Department.

or to take any other action relative thereto.

Requested by the Planning Board

*Planning Board Comment: This article acknowledges that filings are currently being handled by professional staff at Town Hall and brings the ZBL in line with this practice.*

*Select Board Comment:*

Planning Board Recommendation	6	0	0
Select Board Recommendation			

**TWO-THIRDS  
VOTE**

**Article 33: Amend Zoning Bylaw §70.9 Waiver of Site Plan Review**

To see if the Town will vote to amend Zoning Bylaw §70.9 Waiver of Site Plan Review by adding new language and deleting language as follows (additions in underline, deletions in ~~cross through~~):

The Planning Board may determine at its discretion without a public hearing that submission of a Commercial or Residential Site Plan review application is not required when the alteration, construction, or reconstruction of an ~~existing~~ building or structure or new use or change in use will not have a significant impact: within the site or in relation to adjacent properties and streets; on pedestrian and vehicular traffic; on public services and infrastructure, or on unique environmental and historic resources, abutting properties; or community needs. Site Plan Review shall not be waived in the Seashore District.

(4/17)

A waiver from Commercial or Residential Site Plan Review must be requested by the applicant using the appropriate Site Plan Review Application form. The form, applicable filing fee and supporting documentation to establish that such review is not required shall be filed with the ~~Planning Board Secretary~~ Town Clerk. A waiver request will be considered at a regular session of the Planning Board.

Upon the decision of the Planning Board, a copy of the decision shall be sent to the applicant, the owner, the representative, if any, and the Building Commissioner.

or to take any other action relative thereto.

Requested by the Planning Board

*Planning Board Comment: This article does three things:*

1. *It clarifies that Residential Site Plan Review cannot be waived because Residential Site Plan Review is only required in the Seashore district, and the bylaw states that Site Plan Review cannot be waived in the Seashore district.*
2. *It allows for the waiver of Commercial Site Plan Review for new buildings that do not create significant impacts. For example, the ZBL currently allows a waiver for a 2,000 sq. ft. addition to an existing commercial building, but it does not allow a waiver for a new 200 sq. ft. shed.*
3. *It acknowledges that filings are currently made with the Town Clerk and brings the ZBL in line with this practice.*

*Select Board Comment:*

Planning Board Recommendation	6	0	0
Select Board Recommendation			

**TWO-THIRDS  
VOTE**

**Article 34: Amend Zoning Bylaw §40.6 Growth Management**

To see if the Town will vote to amend Zoning Bylaw §40.6 Growth Management by adding new language and deleting language as follows (additions in underline, deletions in ~~cross-through~~):

- A. Purpose. The purpose of §40.6 of the bylaw is to provide adequate time for the Town to plan and prepare for the effects of future residential growth, and ensure that the pace of growth does not diminish the Town’s rural character, impair natural resources or overwhelm town services or infrastructure. The gradual pace of development afforded by the bylaw will provide opportunities for the Town to: 1) purchase and protect open spaces, thereby reducing the Town’s ultimate density and preserving, as much as possible, the Town’s rural character; 2) undertake comprehensive planning to identify a community land use vision to guide the regulation of land use and development; 3) assess the impacts of anticipated growth on town infrastructure, roads, drinking water supply and fresh and marine wetlands and water bodies, and plan appropriate measures to protect the integrity of those resources; and 4) develop a financially sustainable plan for the provision of town services and infrastructure necessary to support the community’s land use vision. This section, 40.6, shall expire on December 31, ~~2021~~, 2024.

or to take any other action relative thereto.

Requested by the Planning Board

*Planning Board Comment: This article extends the date of expiration of the Growth Management Bylaw from December 31, 2021 to December 31, 2024. This extension will allow the Town to continue and complete the tasks identified in the Purpose section, including an update to the Town’s Local Comprehensive Plan. Most recently, the COVID 19 emergency halted the Town’s efforts to pursue this essential planning process. An extension will provide the time required for this process.*

Select Board Comment:

Planning Board Recommendation	6	0	0
Select Board Recommendation			

NEW PETITIONED ARTICLES

**Article 35: Amendment to General Bylaws Ch 3—Add Municipal Single-Use Bottle Ban-  
Petitioned Article**

To see if the Town will vote to adopt the following as a general bylaw and to insert it into the Chapter 3 of the General Bylaws (new language shown in **bold underline**):

**The purchase by the Town of Truro of either water or any other beverage in single-use plastic bottles of any size is prohibited and the sale of water or any beverage in single-use plastic containers is prohibited on town property.**

**Any Town department when engaged in public health and safety operations shall be exempt from this Bylaw.**

**Effective date: As soon as practicable but no later than September 1, 2021.**

**In the event of a declaration (by Emergency Management Director, or other duly-authorized Town, Commonwealth, or United States official) of an emergency affecting the availability and/or quality of drinking water for Truro residents the Town shall be exempt from this Bylaw until seven (7) calendar days after such declaration has ended.**

or to take any other action relative thereto.

Requested by Citizen Petition

*Select Board Comment: This article was submitted by petition for consideration at Town Meeting.*

*Petitioner’s Comment: A municipal plastic bottle ban was initiated in 2019 and has been adopted by 13 of the 15 towns in Barnstable County as of year-end 2020. Plastic bottles do not biodegrade and can last forever. Their production emits toxic waste into the air, and chemicals from plastic can leach into our beverages. When plastic bottles are discarded, they pollute the air if incinerated, contaminate groundwater if buried, clutter our beaches, roadways, forests, and roadways, and if ending up in our oceans threaten marine life.*

*Petitioner’s Note: This article was requested by the Truro Select Board for inclusion on the Warrant for the April 28, 2020 Annual Town Meeting and recommended unanimously (5-0-0) to the voters. However, it did not appear on the final Warrant for the postponed Annual Town Meeting held on September 26. We urge the Select Board to request the article again for the 2021 ATM Warrant, with a slightly expanded Explanation and additional towns having adopted it.*

Select Board Recommendation			
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TWO-THIRDS  
VOTE

**Article 36: Amendment to Charter Chap 3 & Chap 6—Make Zoning Board of Appeals an Elected Board- Petitioned Article**

To see if the Town will vote, pursuant to G.L. c.43B §10(b), to amend sections 3-1-1 and 6-4-2 of the Town Charter, as set forth below, with ~~strike through~~ text to be deleted and **underline** text to be inserted, or take any other action relative thereto:

3-1-1 The membership of the following multi-member bodies shall be elected as follows:

A moderator shall be elected for a three-year term.

A Board of Selectmen [Select Board] of five members.

A School Committee of five members.

A Planning Board of seven members.

**A Zoning Board of Appeals of five members.**

A Board of Library Trustees of five members, notwithstanding the provisions of Section 10 of Chapter 78 of the General Laws.

A Housing Authority of four members in accordance with the General Laws.

A fifth member of the Housing Authority shall be appointed by the Commonwealth.

A Cemetery Commission of three members.

6-4-2 The regulatory multi-member bodies listed below shall be appointed by the Board of Selectmen [Select Board] in accordance with sections 4-3-2 and 6-2-6 of this Charter.

Board of Health

Board of Assessors

Conservation Commission

Zoning Board of Appeals

Requested by Citizen Petition

*Select Board Comment: This article was submitted by petition for consideration at Town Meeting.*

*Petitioner’s Comment: The request to make the Zoning Board of Appeals an elected board is intended to enhance the democratic principles of representation by making it directly accountable to Truro voters. The Planning Board, which has duties and authorities that complement those of the Zoning Board of Appeals, is an elected board. Making the Zoning Board of Appeals an elected board would eliminate an inconsistency in how the two related boards are constituted.*

Charter Review Committee Recommendation			
Select Board Recommendation			

TWO-THIRDS  
VOTE

**Article 37: Amendment to Charter Chap 3 & Chap 6—Make Board of Health an Elected Board- Petitioned Article**

To see if the Town will vote, pursuant to G.L. c.43B §10(b), to amend sections 3-1-1 and 6-4-2 of the Town Charter, as set forth below, with ~~strike through~~ text to be deleted and **underline** text to be inserted, or take any other action relative thereto:

3-1-1 The membership of the following multi-member bodies shall be elected as follows:

- A moderator shall be elected for a three-year term.
- A Board of Selectmen [Select Board] of five members.
- A School Committee of five members.
- A Planning Board of seven members.
- A Board of Library Trustees of five members, notwithstanding the provisions of Section 10 of Chapter 78 of the General Laws.
- A Housing Authority of four members in accordance with the General Laws.  
A fifth member of the Housing Authority shall be appointed by the Commonwealth.
- A Cemetery Commission of three members.
- A Board of Health of five members.**

6-4-2 The regulatory multi-member bodies listed below shall be appointed by the Board of Selectmen [Select Board] in accordance with sections 4-3-2 and 6-2-6 of this Charter.

- Board of Health
- Board of Assessors
- Conservation Commission
- Zoning Board of Appeals

Requested by Citizen Petition

*Select Board Comment: This article was submitted by petition for consideration at Town Meeting.*

*Petitioner’s Comment: The request to make the Board of Health an elected board is intended to enhance democratic principles of representation by having it selected directly by the voters of Truro. The Board of Health adopts and enforces regulations pertaining to the health and safety of all residents of Truro and should, therefore, be directly accountable to Truro voters.*

Charter Review Committee Recommendation			
Select Board Recommendation			

**Article 38: Tax Transparency of Financial Articles in Excess of \$50,000.00- Petitioned Article**

To vote requesting that all financial warrant articles, outside the omnibus budget, which could incur expenditures in excess of \$50,000.00 be required to delineate their cost and the estimated tax impact (rate change or annual dollar increase) on an average home (assessed at a value of \$500,000 before any exemptions), thereby transparently informing voters as to the estimated and ongoing tax costs they will incur in relation to their votes; or to take any other action relative thereto.

Requested by Citizen Petition

*Select Board Comment: This article was submitted by petition for consideration at Town Meeting can be considered by Town Meeting as a non-binding advisory vote.*

*Petitioner’s Comment: The above is a citizens petition requesting the fiscally responsible requirement that financial warrant articles going to a town vote, and costing the town in excess of approximately \$50,000.00, include an estimated budget and the tax impact for an average assessed home in Truro. At the annual Town Meeting, the good and caring citizens of Truro are often asked to approve numerous financial warrant articles in addition to approving the annual town budget. These petitions and articles, which the citizens have little time to research prior to voting, have a substantial impact on the ongoing budget of the town and therefore on their ongoing tax burden. However, these tax impacts are not transparent to voters, warrant articles currently have no requirement of stating their tax impacts. Consequently, taxes can increase in Truro at an alarming rate in response to costly citizen petitions that get included on the town warrant along with town-initiated projects. In responsible fiscal management, proposed projects require budgets. So too should costly warrant articles, which are funded by tax dollars from the townspeople, who are asked to vote on them.*

Finance Committee Recommendation			
Select Board Recommendation			



**Article 39: Project Accounting & Quarterly Reporting on Total Expenditures over \$75,000.00- Petitioned Article**

To see if the Town will vote to require that the Select Board authorize the Town Manager to implement Project Accounting methods to be used to make public by written report those expenditures that have exceeded or are proposed to exceed a total expenditure of \$75,000 or more on each specific project, regardless of duration. These project expenditure will be reported along with other summary reports commonly provided by town management so that voters can have a clear and timely understanding of town expenditures by project, posted no less frequently than quarterly on the Town of Truro website, or to take any other action relative thereto.

Requested by Citizen Petition

*Select Board Comment: This article was submitted by petition for consideration at Town Meeting can be considered by Town Meeting as a non-binding advisory vote.*

*Petitioner’s Comment: The purpose of this article is to provide the public with quarterly accounting for projects or other town programs with expenditures exceeding \$75,000. Currently there is no requirement or mechanism in place to report on large financial undertakings to voters outside of Annual Town Meeting. These quarterly reports will serve to keep Truro taxpayers informed on a regular basis about significant financial outlays of taxpayer funds for Town-operated and for Town-supported projects carried out by third parties, including but not limited to capital and infrastructure projects. This will also reduce the need for and frequency of public information and public records requests and promote financial transparency.*

Finance Committee Recommendation			
Select Board Recommendation			

**Article 40: Add New Section to General By-laws- Truro Clean Water Fund- Petitioned Article**

To see if the Town will vote to add Section XXX to the Truro General Bylaws to establish the Truro Clean Water Fund to operate under the purview of the Water Resources Oversight Committee (WROC) and to implement and commit to future funding at levels to be determined by future Town vote in order to encourage, facilitate, and support the upgrade, improvement and replacement of cesspools and other non-Title V compliant waste systems as well as private well water filtration as needed.

Truro Clean Water Fund monies will be used to support and sustain the ability of residential properties to have safe drinking water and to produce wastewater effluence that is safe and healthy for Truro community members and for Truro natural waterways. Truro Clean Water Fund monies will be used to provide grants and/or low interest loans to property owners to subsidize cost of qualifying septic upgrades; to monitor levels of nitrates and other contaminants in ground water, runoff, and effluence; to fund pilot testing of new small wastewater and septic technologies in Truro; and to support other activities to ensure safe drinking water and discharge into groundwater and surface water in Truro.

It will operate at the discretion of the Water Resources Oversight Committee, an existing Committee whose members are appointed by the Select Board. The Truro Clean Water Fund will be allocated funds within the Omnibus Budget annually, commencing in FY23, and may be initiated and increased through payments made by developers pursuant to the Town’s inclusionary zoning by-laws, donations, and contributions from other public and private sources, including other Truro funds created to serve those in need; or to take any other action relative thereto.

Requested by Citizen Petition

*Select Board Comment: This article was submitted by petition for consideration at Town Meeting, however, as written, it is not in proper legal form.*

*Petitioner’s Comment: The purpose of this article is to ensure that the recent decision of the Truro Board of Health to require conversion of all cesspools to Title V Septic systems by 2023 is financially feasible and that those homeowners who can demonstrate financial hardship to meet this requirement have financial assistance in order to comply; and to ensure that all Truro residents, property owners, and visitors have access to safe drinking water and will discharge effluence through their activities that is safe for humans and other living things found in Truro’s land, air and waters. As the last rural Town on the Cape, the health and beauty of our environment are inextricably linked to our daily activities and choices. We need tools and resources to ensure we make informed choices and have the means to implement them to the benefit of our community.*

Finance Committee Recommendation	0	5	0
Select Board Recommendation			

**Article 41: Special Act to Create a Year-round Rental Housing Trust- Petitioned Article**

To see of the Town will vote to direct the Select Board to prepare and file a home rule petition, in the form and manner outlined below, with the General Court that would create a Year-Round Rental Housing Trust; provided that the General Court may make clerical or editorial changes of form only to said bill, unless the Select Board approves amendments thereto prior to enactment by the General Court, and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition; or to take any other action relative thereto.

The Home Rule Petition would read:

SECTION 1: There shall be a municipal trust to be known as the Truro Year-round Market Rate Rental Housing Trust. The trust is established to create and preserve year-round rental units in the town of Truro including, but not limited to, market rate units, for the benefit of residents of the town.

SECTION 2:

- (a) The trust shall be managed by a 5 member board of trustees. In selecting members of the board of trustees, the board of selectmen shall:
  - (i) designate 1 of its members to serve on the board of trustees;
  - (ii) appoint at least 1 member of the public at large, preferably a resident who lives in year-round market rate rental housing in the town, to serve on the board of trustees; and;
  - (iii) consider a broad range of expertise, including education and experience in real estate development and financing, in appointing the 3 remaining members to the board of trustees.
- (b) Members of the board of trustees shall be sworn to the faithful performance of their official duties. A majority of the 5 members shall constitute a quorum for the transaction of any business. The board of trustees shall elect from among its members a chairman, vice-chairman, clerk and other officers as it finds necessary and determine their duties.
- (c) The original members of the board of trustees shall be appointed within 60 days following the effective date of this act. Of the members of the board of trustees first appointed, 1 member shall be appointed to serve for a term of 1 year, 2 members for a term of 2 years and 2 members for a term of 3 years. The initial appointments may be adjusted to coincide with the regular appointment cycle of the town. All terms thereafter shall be for 3 years. In the event of a vacancy on the board of trustees, a successor member shall be appointed to complete the unexpired term.
- (d) Any member of the board of trustees may be removed by the board of selectmen for cause after reasonable notice and public hearing by the board of selectmen, unless the notice and hearing are expressly waived in writing by the member subject to removal.
- (e) The members of the board of trustees shall not receive compensation for the performance of their duties, but each member shall be reimbursed by the trust for expenses incurred in the performance of the member's duties. Documentation related to such reimbursement shall be open to public inspection from and after the requisition thereof.

SECTION 3:

- (a) There shall be a trust fund to be known as the Year-round Market Rate Rental Housing Trust Fund. The fund shall be separate and apart from the General Fund of the town of Truro.
- (b) The town treasurer shall be the custodian of the trust fund.
- (c) The trust fund shall receive and hold all gifts and grants made to the trust fund as well as money appropriated by the town to the trust. The trust fund shall also receive all revenues from the sale or lease of trust property and any rental income generated from properties in the custody of the trust.
- (d) Money in the trust fund shall be available for expenditure by the trust for the purposes set forth in this act without the need for further appropriation by town meeting
- (e) By a 2/3 vote, the town may borrow money in aid of the trust, in accordance with chapter 44, to be used by the trust for any capital related purpose consistent with this act and for which the town is authorized to borrow.
- (f) Funds previously appropriated by the town for the creation of year-round rental housing prior to the effective date of this act shall, by operation of law, be automatically transferred into the trust fund.

SECTION 4:

- (a) The trust, by and through its board of trustees, may:
  - (i) accept and receive real property, personal property or money, by gift, grant, contribution, devise or transfer from any person, firm, corporation or other public or private entity or any other source;
  - (ii) purchase and retain real or personal property including, but not limited to, investments that yield a high rate of income or no income;
  - (iii) sell, lease, exchange, transfer or convey personal, mixed or real property at public auction or by private contract for such consideration and on such terms as to credit or otherwise, and to make such contracts and enter into such undertaking relative to trust property as the board deems advisable notwithstanding the length of any such lease or contract;
  - (iv) execute, acknowledge and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases and other instruments sealed or unsealed, necessary, proper or incident to a transaction in which the board engages for the accomplishment of the purposes of the trust;
  - (v) employ advisors and agents, such as accountants, appraisers and lawyers, as the board deems necessary;
  - (vi) pay reasonable compensation and expenses to all advisors and agents and to apportion such compensation between income and principal as the board deems advisable;
  - (vii) apportion receipts and charges between incomes and principal as the board deems advisable, amortize premiums and establish sinking funds for such purpose and create reserves for depreciation depletion or otherwise;
  - (viii) participate in reorganization, recapitalization, merger or similar transactions, give proxies or powers of attorney with or without power of substitution to vote any securities or certificates of interest and consent to a contract, lease, mortgage,

- purchase or sale of a property, by or between a corporation and another corporation or person;
- (ix) deposit any security with a protective reorganization committee and delegate to the that committee such powers and authority with relation thereto as the board may deem proper and pay, out of trust property, the portion of expenses and compensation of such committee as the board may deem necessary and appropriate;
  - (x) carry property for accounting purposes other than acquisition date values;
  - (xi) borrow money on such terms and conditions and from such sources as the board deems advisable, and mortgage and pledge trust assets as collateral;
  - (xii) make distributions or divisions of principal in kind;
  - (xiii) comprise, attribute, defend, enforce, release, settle or otherwise adjust claims in favor or against the trust, including claims for taxes, accept any property, either in total or partial satisfaction of any indebtedness or other obligation and, subject to this act, continue to fold the same for such period of time as the board may deem appropriate;
  - (xiv) manage or improve real property and abandon any property which the board determines is not worth retaining;
  - (xv) hold all or part of the trust property uninvested for such proposed and for such time as the board may deem appropriate; and
  - (xvi) extend the time for payment of any obligation to the trust.
- (b) General revenues appropriated into the trust become trust property and may be expended without further appropriation. All money remaining in the trust at the end of a fiscal year, whether or not expended by the board within 1 year of the date the money was appropriated into the trust, shall remain trust property.
  - (c) The trust is a public employer and the members of the board are public employees for the purposes of chapter 258 of the General Laws.
  - (d) The trust shall be deemed a municipal agency and the trustees special municipal employees, for the purposes of chapter 268A of the General Laws.
  - (e) The trust is exempt from chapters 59 and 62 of the General Laws, and from any other General Law concerning payment of taxes based upon or measured by property or income imposed by the commonwealth or a political subdivision of the commonwealth.
  - (f) The books and records of the trust shall be audited annually by an independent auditor in accordance with generally accepted accounting practices.
  - (g) The trust is a public body for the purposes of sections 18 to 25, inclusive, of chapter 30A of the General Laws.
  - (h) The trust is a board of the town for the purposes of chapters 30B and section 15A of chapter 40 of the General Laws; provided, however, that agreements and conveyances between the trust and agencies, boards, commissions, authorities, departments and public instrumentalities of the town shall be exempt from said chapter 30B.
  - (i) The trust may procure insurance against loss in connection with its properties and other assets and operations in such amount and from such insurers as it deems desirable.
  - (j) The trust may act and do things necessary or convenient to carry out the powers expressly granted in this act.
  - (k) The board of trustees shall be considered a town board subject to the charter and by-laws of the town except as may be otherwise expressly provided in this act. The

members of the board of trustees shall be considered municipal employees for the purposes of the General Laws.

SECTION 5: A year-round market rate rental housing project shall not be undertaken by the trust until a public hearing relating to the project has been held by the board of trustees after due notice. Further, after due notice, the board of trustees shall hold at least 1 public hearing annually to receive comments about its management and operations. Due notice of public hearing shall be given by the trust to the general public through a legal notice in 2 newspapers having a general circulation in the town published not later than 2 weeks prior to the hearing date.

SECTION 6: The financial records of the trust shall be subject to control and oversight by the town’s finance department and subject to yearly audits by the accounting firm employed by the town for the purposes of the regular town audit.

SECTION 7: Year-round market rate rental units shall be rented giving the maximum preference allowed by law to: (i) current residents of the town of Truro; (ii) municipal employees; (iii) employees of local businesses; and (iv) households with children attending schools in the town of Truro. If there are more eligible applicants than available year-round market rate rental units, the trust shall utilize a lottery system to select tenants. The trust may enact regulations establishing additional preference criteria based on income eligibility. For the purposes of this act, the term “market rate” shall mean rental housing that is not restricted to occupancy by low or moderate income households, as those terms are defined in section 38D of chapter 121B of the General Laws; provided, however, that market rate housing may be available for occupancy by households with gross income greater than 80 per cent by not more than 200 per cent of the area median household income as most recently determined by the United States Department of Housing and Urban Development, adjusted for household size. The trust may enact regulations establishing alternative or additional definitions for “market rate”.

SECTION 8: This act, being necessary for the welfare of the commonwealth and the town of Truro and its inhabitants, shall be liberally construed to effect its purpose.

SECTION 9: This act shall take effect upon its passage.

Requested by Citizen Petition

*Select Board Comment: This article was submitted by petition for consideration at Town Meeting.*

Finance Committee Recommendation	5	0	0
Select Board Recommendation			

**ADVISORY ARTICLES**

**Article 42: Reduction of Truro’s Net Greenhouse Gas Emissions to Zero by 2050**

To see if the Town will vote to adopt the following policy objective:

Be it resolved that the Town of Truro recognizes that the climate emergency is leading to rising seas, deadly storms, floods, dangerous heat waves, prolonged droughts, wild fires, ocean warming and acidification, and other adverse consequences. This poses a threat to the health, safety, and economic security of the Town and its residents. The Town of Truro therefore adopts as its policy the objective of reducing Truro’s net greenhouse gas emissions to zero by 2050 at the latest, and requests the Select Board to direct all officers and departments of the Town to take such immediate measures within the scope of their respective responsibilities and authority as may be necessary and prudent to implement this policy,

or to take any other action relative thereto.

Requested by the Climate Action Committee

*Climate Action Committee Comment: This policy builds on climate resolutions passed at the 2013 Annual Town Meeting (“The citizens of Truro commit ourselves to meeting our individual and collective responsibility in the face of the increasing climate crisis by adopting energy efficiency and conservation practices”), and at the 2019 Annual Town Meeting, establishing a Town of Truro Climate Action Committee.*

*Reaching net zero emissions is defined as eliminating all greenhouse gas emissions by all known means, and capturing the remaining emissions by various means, such as planting species known for their ability to capture and sequester these emissions.*

*Achieving net zero emissions will require all sectors of our community—government, businesses, and citizens—to work together toward that goal.*

*Select Board Comment: This was submitted by the Climate Action Committee for consideration at Town Meeting and can be considered by Town Meeting as a non-binding advisory vote.*

Select Board Recommendation	5	0	0
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**Article 43: Advisory Vote on the Use of Automated Tabulator**

To see if the Town will vote to recommend to the Select Board to discontinue the use of the hand crank ballot box system and begin using the ImageCast Precinct Optical Scan Tabulator, or to take any other action relative thereto.

Requested by the Select Board

*Explanation: The Select Board is soliciting a recommendation from Town Meeting voters regarding the discontinuance of the hand crank ballot box and the use of an automated tabulator at future elections. This vote can be considered by Town Meeting as a non-binding advisory vote and will inform the Select Board so that they may vote on the method of vote counting in accordance with M.G.L. Chapter 54, Section 34. The ImageCast Precinct Optical Scan Tabulator is an automatic counting machine that will accept voters' hand-completed ballots and will tally votes for Election Officials. The tabulator provides a printed report of the votes, to be added to write in votes and unreadable ballots, prior to transmission by the current practices and certification of election results.*

Select Board Recommendation	5	0	0
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**ANNUAL TOWN ELECTION  
TUESDAY, MAY 11, 2021  
TRURO COMMUNITY CENTER – 7 Standish Way, North Truro, MA 02652  
7:00 AM – 8:00 PM**

Barnstable ss  
To the Constable for the Town of Truro  
Greetings:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of the said Town who are qualified to vote in a Town Election, to vote at Truro Community Center, 7 Standish Way, Truro, MA on Tuesday, May 11, 2021 from 7:00 am to 8:00 pm for the following Town offices and questions:

<b>#</b>	<b>OFFICE</b>	<b>TERM</b>
2	Selectmen	3 year
2	School Committee	3 year
2	Library Trustee	3 year
1	Cemetery Commission	3 year
1	Cemetery Commission	2 year
2	Planning Board	5 year
1	Housing Authority	5 year

**POSTING OF THE WARRANT**

**DRAFT**

**APPENDIX A: OMNIBUS BUDGET- FISCAL YEAR 2022**

**DRAFT**

**DRAFT**

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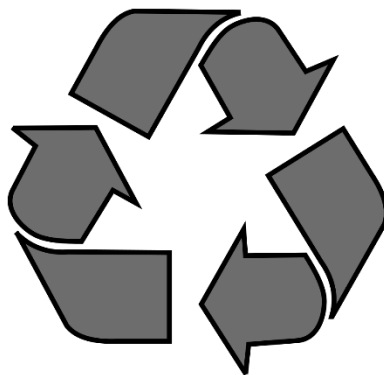
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**APPENDIX B: CAPITAL IMPROVEMENT BUDGET OF PROJECTED CAPITAL NEEDS  
FY2022- FY2026**

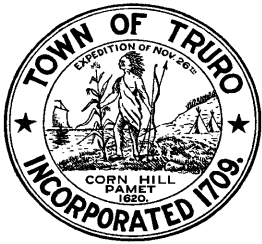
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Please consider recycling this document.







# TOWN OF TRURO

## Select Board Agenda Item

**BOARD/COMMITTEE/COMMISSION:** Shellfish Advisory Committee

**REQUESTOR:** Dan Smith (Chair)

**REQUESTED MEETING DATE:** April 27, 2021

**ITEM:** Review and Approve Request to Complete Rest Drags to Inform Commercial Shellfishing Permitting Recommendations

In the fall of 2020, Truro resident and fishermen, Mike Rego, suggested to the Shellfish Advisory Committee (SAC) to make regulation modifications to allow and permit commercial shellfishing in the Town waters of Cape Cod Bay.

After Mr. Rego's March 4th presentation, SAC members agreed that a prudent next step in the process is to complete a series of test drags so that the Committee, Shellfish Constable and Select Board would have actual data to base further permitting decisions upon. These test drags will help determine if the area is viable for commercial shellfishing by providing information on the species of shellfish, their respective densities and distribution in areas. At this meeting, approval is sought from the Select Board to conduct a series of test drags within the town waters of Cape Cod Bay to capture and record the findings contained within each test drag and provide a summarization of the findings. Mr. Rego would be able to provide the test drag services. The drags would occur from 12 feet shoreward (mean low water) to 3 miles out which falls within the Town's jurisdiction of the Town and the State. The Division of Marine Fisheries would be contacted to ensure compliance.

Presently, #4 of the Town's Regulations for the Taking of Shellfish, Sea Worms, Eels and Crabs, does not allow for commercial shellfish permits. Based on the findings of the test drags, the Shellfish Advisory Committee will prepare draft regulation modifications to recommend to the Board at a subsequent meeting. Allowing commercial shellfishing would boost Truro's local blue economy and the licensing would provide a source of revenue for the Town.

Mr. Rego and Dan Smith, Chair of the Shellfish Advisory Committee will be present.

**IMPACT IF NOT APPROVED:** Test drags will not occur and data will not be collected.

**SUGGESTED ACTION:** *MOTION TO approve a series of test drags within the town waters of Cape Cod Bay, pending consultation with the Division of Marine Fisheries, to capture and record the findings contained within each test drag and provide a summarization of the findings.*

**ATTACHMENTS:**

1. Shellfish Advisory Committee Memo
2. Town of Truro Regulations for the Taking of Shellfish, Sea Worms, Eels and Crabs

# MEMORANDUM

To: Truro Select Board  
From: Truro Shellfish Advisory Committee  
Dan Smith – Chair  
Date: March 25, 2021  
RE: Commercial Shellfish Permitting

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Long time Truro resident, Mike Rego, presented the Shellfish Advisory Committee (SAC) with the idea of having the Town open the Town waters in Cape Cod Bay by permitting commercial shellfishing.

Mike's proposal and presentation focused on economic development by expanding the opportunities for Truro residents to dredge for and sell shellfish during the winter months.

The committee members listened to Mike's initial presentation and engaged in further discussion during the March 4, 2021 SAC meeting.

Before the committee starts to begin drafting language regarding the parameters of a recommended permitting process, all parties felt it would be prudent to complete a series of "test" drags to see what the opportunities, or lack of, there might be.

The purpose of this communique is to request the Truro Select Board to authorize Mike Rego to complete a series of test drags in the Town waters of Cape Cod Bay from points south of the "old hopper" location by Cold Storage Beach to the Truro/Wellfleet town line.

The test drags would occur no closer to shore than 2000 feet and in waters that have a depth of at least 12 feet at mean low tide. These basic parameters would ensure that any further dredging, if permitted, would be well away from eelgrass beds and would not interfere with the towns recreational shellfishing location on the bay beaches.

The results of the test drags will be recorded. This information would be helpful for SAC and the Select Board to know prior to any further permitting consideration. In addition, it would provide the Shellfish Constable and SAC with a baseline of what type of shellfish exist and their current density. Any and all shellfish collected during the testing will be returned to the water after being recorded.

The information collected and recorded during the test drags would be tabulated and reviewed. Examples of the type of information to be recorded would include, but not be limited to, the following:

- Species
- Size Ranges of each specie
- # collected
- Coordinates
- Depth of water
- Other things collected
- Any presence of eelgrass – Yes/No

In the event positive results are identified, by this one-time test dredging, and the Select Board supports further discussion and consideration of permitting commercial shellfishing, SAC would then take on the task of further proposal development. Some of the parameters related to permitting were discussed by Mike and the committee. Examples are as follows:

- Must be a Truro resident and be in good standing with the Town
- Must be an Owner/Operator of the boat
- Permitted season would be during the winter months (Nov – Mar)
- Catch limits by species would be developed
- Dredge or rake sizes and types would be developed (no hydraulic dredging would be allowed)
- Specific coordinates for the permitted area(s) would be developed
- Shellfish Constable may close commercial shellfishing at anytime
- Failure to comply with the permitting regulations may result in the loss of license and/or fines

The committee considered Mike's proposal interesting and with merit. We unanimously agreed that allowing the test dredging using the parameters outlined above would prove to be an important and beneficial next step to take prior to any actual permitting. With the support and authorization of the Select Board, Mike is prepared to complete the test drags during the month of April 2021.

## TOWN OF TRURO

### REGULATIONS FOR THE TAKING OF SHELLFISH, SEA WORMS, EELS AND CRABS

**The following regulations are adopted by the Board of Selectmen, under the authority of Chapter 130, s.52, of the Acts of the Commonwealth of Massachusetts for the purpose of regulating the taking of shellfish, eels, crabs and sea worms. Shellfish include clams, conchs, limpets, mussels, oysters, periwinkles, quahogs, razor clams or razor fish, scallops, sea clams, sea quahogs, sea scallops and winkles.**

1. All persons are prohibited from taking eels, clams (soft-shelled), quahogs, sea clams, razor clams, oysters, mussels, sea worms, scallops, sea quahogs, and sea scallops within the said Town of Truro without a permit.
2. Permits shall be issued by the Licensing Agent for individual and family recreational use only, and are issued subject to subsequent revision in these regulations, as the Board may hereafter deem necessary or appropriate.
3. Permits shall not be transferable and must be prominently displayed through a badge holder.
4. Commercial permits will not be granted in the Town of Truro without further authorization from the Board of Selectmen.
5. Recreational permits shall be issued to residents of the Town of Truro and to other persons owning and paying taxes on property within the limits of the Town of Truro. The annual fee for such permit shall be \$15.00.
6. Recreational permits shall be issued to any other person for an annual fee of \$100.00 and one week non-resident license for \$25.00.
7. All permits will be issued on November 1<sup>st</sup> and shall expire October 31<sup>st</sup> each year.
8. A Truro resident who is 62 years of age or older may obtain a shellfish permit for his or her own use, free of charge, from the Licensing Agent by presenting proof of age, and receive a license that must be renewed each year.
9. No eels shall be taken within the Town of Truro by use of a fyke, unless a special permit is obtained from the Board of Selectmen or Shellfish Warden for good cause shown.
10. Persons holding a permit may take the following types of shellfish with a combined weekly (defined as 12:00am Sunday thru 11:59pm Saturday) maximum catch of one

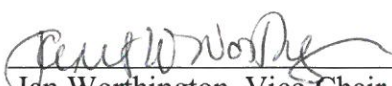
(1) ten quart bucket in the shell, with the exception of Sea Clams as defined in 10d, and in the quantities specified below within designated time periods as follows:

- a. Clams (soft shell) must be a minimum size of two (2) inches, may be taken on a designated day in a designated area at the rate of one ten-quart bucket, in the shell, per week.
- b. Quahogs, must be a minimum size of one (1) inch across the hinge, may be taken on a designated day in a designated area at the rate of one ten-quart bucket, in the shell, per week. If both clams and quahogs are taken, the limit is one ten-quart bucket in the shell per day.
- c. Oysters must be a minimum size of three (3) inches and may constitute only one 5 quart bucket per week may be taken on a designated day in a designated area at the rate of five quarts, in the shell, per week. If taken in conjunction with other types of shellfish, the combined limit is one ten-quart bucket per week.
- d. Mussels must be a minimum of two (2) inches and may be taken on a designated day in a designated area at the rate of one ten-quart bucket per week. If taken in conjunction with other types of shellfish, the combined limit is one ten-quart bucket per week.
- e. Sea clams may be taken at the rate of two ten-quart buckets per week in the shell and must be a minimum size of five (5) inches.
- f. Razor Clams must be a minimum of three (3) inches may be taken on a designated day in a designated area at the rate of one ten-quart bucket per week. If taken in conjunction with other types of shellfish, the combined limit is one ten-quart bucket per week. Harvesting may only be done by hand digging and/or scratching. No salting is allowed.
- g. Sea worms may be taken at the rate of one pint per day.
- h. Bay Scallops harvesting is closed. The Shellfish Constable may post an opening and establish size and catch limits as deemed appropriate.
- i. There are no restrictions on the taking of eels, crabs and types of shellfish not otherwise referred to herein, except that one must hold a valid shellfish permit, and report the quantity taken to the Shellfish Warden upon request. By state law, crabs may not be taken between January 1<sup>st</sup> and the last day of the following April, nor by pots or traps except under a license issued by the Division of Marine Fisheries.
- j. No person shall dig, take or carry away any shellfish between one half hour after sunset and one half hour before sunrise by any method whatsoever from any waters, flats or creeks of the Town of Truro.

- k. No person shall drag or dredge from a boat for any type of shellfish in any waters of the Town of Truro.
  - l. No person shall plant, place or transplant shellfish of any kind in any waters, flats or creeks of the Town of Truro without the permission of the Board of Selectmen.
  - m. The opening or shucking of shellfish is prohibited on tidal flats or beaches within the Town of Truro.
  - n. No motorized vehicles may be operated within any designated shellfish areas in the Town of Truro.
  - o. Questions as to the status of persons as residents or eligibility of any person to obtain a permit shall be referred by the Licensing Agent to the Board of Selectmen for determination.
  - p. The times and places at which shellfish may be taken shall be posted in Town Hall, and published in one newspaper of general circulation within the Town.
  - q. The penalty for each violation of these regulations shall be not less than \$25.00 nor more than \$300.00.
  - r. These regulations replace all existing regulations on this subject, and shall remain in effect until revoked by the Board of Selectmen.
11. Any person seeking to obtain a shellfish permit, including a lifetime permit, shall first satisfy the Licensing Agent that he/she has a shellfish gauge in his/her possession.

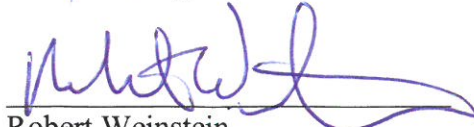
These regulations went into effect January 1, 2002. Fees revised December 11, 2007.  
Revised July 14, 2015-Effective November 1, 2015, Revised January 12, 2016

  
Paul Wisotzky, Chair

  
Jan Worthington, Vice-Chair

  
Maureen Burgess, Clerk

  
Jay Coburn

  
Robert Weinstein  
Truro Board of Selectmen



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Emily Beebe, Health and Conservation Agent

**REQUESTED MEETING DATE:** April 27, 2021

**ITEM:** Association to Preserve Cape Cod Letter of Support

**EXPLANATION:** At their April 20, 2021 meeting, the Truro Board of Health reviewed the attached letter of support for the Association to Preserve Cape Cod's (APCC) proposal to Barnstable County to adopt a funding option for the existing Community Septic Management Program that would assist homeowners in mitigating the costs of connecting to municipal sewers or upgrading existing septic systems. The APCC's proposal requests that the Barnstable County Commissioners lower the current 5 percent interest rate charged to homeowners that participate in the loan program to zero percent.

Lowering this interest rate will encourage homeowners to invest in upgrading their septic system which provide important environmental and health benefits to the individual homeowners and the community at large.

If approved, the attached letter would be sent on behalf of the Truro Select Board to the Barnstable County Commissioners.

**IMPACT IF NOT APPROVED:** No letter of support for the APCC's proposal will be sent from the Select Board.

**SUGGESTED ACTION:** *MOTION TO approve, electronically sign and send to the Barnstable County Commissioners the letter of support for the Association to Preserve Cape Cod's proposal to lower the interest rate of the Community Septic Management Program to zero percent.*

**ATTACHMENTS:**

1. Letter of Support from the Truro Board of Health
2. Draft Letter of Support from the Truro Select Board
3. A Role for Barnstable County- By Andrew Gottlieb





# TOWN OF TRURO

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Barnstable County Commissioners  
3195 Main Street  
Superior Courthouse  
Barnstable, MA 02630

April 8, 2021

Dear Commissioners,

The Town of Truro Board of Health is in full support of the APCC proposal to apply zero percent interest to the Community Septic Management Loan Program. This action would solidly support homeowners taking the path of right action by upgrading their septic systems.

Truro is embarking on a focused septic system upgrade program to reduce nutrient loading from septic systems across Town, and we anticipate a very real need from property owners to have access to low/no interest funds for these projects.

We believe that this measure will have a great and positive impact – not only upon the residents of Truro, but across the Cape, and will have a proportional effect on Marine and groundwater quality.

Thank you for your work on behalf of us all,

Tracey Rose,  
Chair Truro Board of Health



# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004, Extension: 110 or 124 Fax: 508-349-5505

April 27, 2021

Barnstable County Commissioners  
3195 Main Street  
Superior Courthouse  
Barnstable, MA 02630

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Robert Weinstein, Chair

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Kristen Reed, Vice-Chair

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Susan Areson, Clerk

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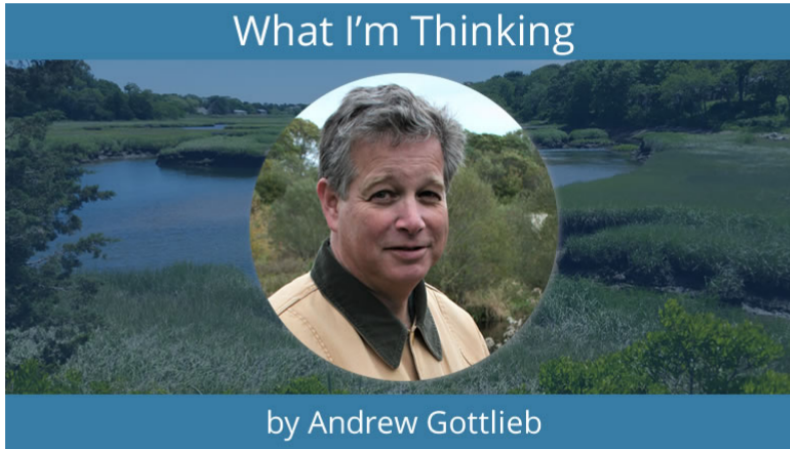
Jan Worthington

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Stephanie Rein  
Truro Select Board Members

## A Role for Barnstable County

by Andrew Gottlieb | Mar 23, 2021 | What I'm Thinking



The restoration of the Cape's water resources is among the most pressing issues facing the region. Our water resources define Cape Cod and are the underpinnings of our economy as well as our personal well-being and health. For far too long the Cape has failed to invest in the level of advanced wastewater treatment needed to restore and preserve our marine waters. There are strong signs that the period of neglect is ending as numerous towns, spurred on by the creation of new funding tools such as the SRF zero percent interest, the creation and funding of the Cape and Islands Water Protection Trust, the local option Water Investment Infrastructure Fund and enhanced local option short term rental revenue, are moving forward with long overdue wastewater management projects. While these funding tools have reduced the impact of these projects on the local tax base, they remain significant expenditures and we must use all the tools available to the region to make these projects as affordable as possible.

To this last point, APCC has identified a critical role that Barnstable County can play in providing an additional funding option that will directly benefit homeowners by helping with the cost of connecting to sewer systems. The beauty of what we are suggesting is that it is within the administrative control of the county to take an action that will potentially benefit thousands of Cape residents over the next few years.

APCC has issued a call to the Barnstable County Commissioners to lower the interest rate charged to homeowners under the Community Septic Management Program to zero percent to mirror the interest rate charge to the county by the Commonwealth for these funds. By lowering the current five percent interest charge to homeowners to zero percent, the county will be able to offer no cost financing to homeowners who are both upgrading their septic systems or connecting to municipal sewers. The benefits of this proposal are many, but most significantly, this idea builds upon the already successful management of this existing loan program and enhances it at a time when towns are ramping up their sewer construction. Lowering the interest rate charged by the county will enable towns to direct their residents to the county program and will significantly soften the impact of the cost of connection by taking advantage of an existing program at an interest rate of zero percent that is otherwise not available to homeowners.

APCC suggests that taking this action will be the single most impactful step the county can take to both support municipal efforts to clean up our waters and make a difference to the finances of families needing to connect to the sewers. This measure does not require legislative action and is a step the Barnstable County Commissioners can take now to send a strong signal to our residents that all possible help is out there to support clean water while protecting family finances.

Bit by bit we can take down the obstacles to clean water on Cape Cod.

Contact the [Barnstable County Commissioners](#) and urge them to adopt the APCC proposal to lower the interest rate under the Community Septic Management Program.

Ron Bergstrom – [ronald.bergstrom@barnstablecounty.org](mailto:ronald.bergstrom@barnstablecounty.org)  
 Sheila Lyons – [sheila.lyons@barnstablecounty.org](mailto:sheila.lyons@barnstablecounty.org)  
 Mark Forest – [mark.forest@barnstablecounty.org](mailto:mark.forest@barnstablecounty.org)

### Categories

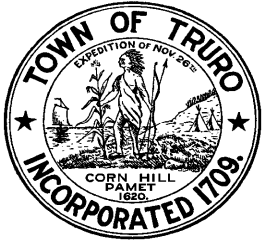
- Announcements
- In the News
- Newsletter
- Pond Stories
- Position Statements
- Videos
- What I'm Thinking



### Recent Posts

- 71 Million Reasons to Smile
- Boston Globe: The National Guard wants to clear 170 acres of woods on Cape Cod for a new machine gun range
- Historic Award of Grants for Cape Cod Water Protection
- Machine Gun Range: What is next
- Pond Stories: Dad and Rachel Carson

### Archives



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Darrin Tangeman, Town Manager

**REQUESTED MEETING DATE:** April 27, 2021

**ITEM:** Discussion regarding American Rescue Act Funds Cape Cod Distribution

**EXPLANATION:** President Biden's American Rescue Plan Act includes a State and Local Fiscal Recovery Fund to support state and local governments in addressing the unprecedented strain in the wake of the COVID-19. Preliminary estimates show that Truro will receive \$198,100 in direct funding, as funding is based on 2019 U.S. Census Population Data. Barnstable County is estimated to receive \$41,307,281.

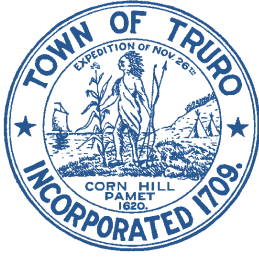
With anecdotal knowledge that Truro has many more year-rounders living in Truro since the pandemic began and when considering that seasonal influxes were not considered when the funding calculations were made, it is critical for Truro to advocate for the County to use or distribute the funds in an appropriate way. Staff recommends that a member of the Select Board work with Town staff to develop recommended actions that may include a letter directed to the County Commissioners, representation at a County Commissioners meeting, or a proposed sub-committee to determine the best uses for the County's robust allocation of American Rescue Act Funds. The Select Board member and Town Manager Tangeman would present these recommended actions and supporting documents (letters, key issues to advocate for, etc.) at a subsequent meeting for the Board to discuss and will reach out to surrounding communities to encourage their support of the actions as well.

The Board is asked to share any feedback or ideas they have to inform the work of the Select Board member and Town staff.

**FINANCIAL SOURCE (IF APPLICABLE):** N/A

**IMPACT IF NOT APPROVED:** The Board will not advocate for the use of the County's allocation of American Rescue Plan Act Funds in a way that more accurately represents and benefits the Town of Truro.

**SUGGESTED ACTION:** *MOTION TO authorize {insert Board Member's name here} to work with the Town Manager and staff to bring recommendations for action(s) regarding the American Rescue Act Funds distribution to the Select Board at a future meeting date.*



# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004, Extension: 110 or 124 Fax: 508-349-5505

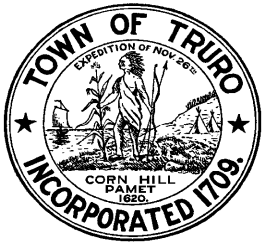
## 7. **CONSENT AGENDA**

A. Review/Approve and Authorize Signature:

1. *One Entertainment License and Application including Sunday-Captain's Choice*

B. Review and Approve 2021 Business Licenses: Jules Besch Stationers, Cape Cod Treasure Chest, Accent on Design, Adventure Bound Camping Resort at Horton's and Highland Links Golf Course-Transient Vendor; Blackfish Restaurant, Terra Luna Restaurant and Highland Links Golf Course-Common Victualer.

C. Review and Approve Select Board Minutes: March 16, 2021



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Nicole Tudor, Executive Assistant

**REQUESTED MEETING DATE:** April 27, 2021

**ITEM:** Approval of Sunday One Day Entertainment Licenses and one Saturday for Captain's Choice Restaurant at 4 Highland Rd

**EXPLANATION:** MGL Chapter 140 § 181 provides local authority to license these events. The One Day Sunday Entertainment Application for review and approval is for the following Sundays: 7/11/2021, 7/25/2021, 8/15/2021 and Saturday 6/26/2021 from 3-5pm being held at Captain's Choice restaurant, at 4 Highland Road. The entertainment requested is for live vocals. The application has been reviewed by both the Health Agent and the Chief of Police.

The completed Public Entertainment on a Sunday, State application is included, as there is a requirement to apply to the State through the Department of Public Safety with the noted time, date and type of entertainment for any Sunday entertainment held within the Commonwealth.

**FINANCIAL SOURCE (IF APPLICABLE):** N/A

**IMPACT IF NOT APPROVED:** Captain's Choice will not be able to hold their event with entertainment.

**SUGGESTED ACTION:** *MOTION TO approve the Sunday One Day Entertainment Licenses for Captain's Choice for Sundays 7/11/2021, 7/25/2021, 8/15/2021 and Saturday 6/26/2021 from 3-5pm at 4 Highland Road and Authorize the Chair to sign the applications.*

**ATTACHMENTS:**

1. One Day Entertainment Application and Public Entertainment on a Sunday State application approved by Chief of Police



# TOWN OF TRURO

## Licensing Department

PO Box 2030, Truro, MA 02666

PH: 508-349-7004, Ext. 110 or 124 Fax: 508-349-5505

Email: [ntudor@truro-ma.gov](mailto:ntudor@truro-ma.gov) or [nscoullar@truro-ma.gov](mailto:nscoullar@truro-ma.gov)

TOWN OF TRURO  
ADMINISTRATIVE OFFICE  
RCVD 2021MAR23 PM2:16

### Application for an Entertainment License

Weekday  Saturday  Sunday \*Please complete the Commonwealth's Public Entertainment on Sunday Application

The undersigned hereby applies for a license in accordance with the provisions of Mass. General Laws, c.140 §183A amended, Ch. 140§181 & Ch.136§4

#### BUSINESS/ORGANIZATION INFORMATION

Name of Applicant: Kristi Wageman Business Organization Name: Captain's Choice  
Mailing Address of Business/Organization: 4 Highland Rd. N. Truro

Is this a Non-profit or For-profit Entity (Check the appropriate box)  Yes  No  
If yes, proof of Non-profit status must accompany this application

Contact Person: Kristi Wageman Phone Number: 508.487.5800 Email: Kristi@captainschoicetruro.com

#### INDIVIDUAL APPLICANT INFORMATION

Individual's Name: Kristi Wageman Mailing Address: PO Box 1072 N. Truro  
Phone Number: [Redacted] Email Address: Same

#### EVENT INFORMATION

Day (s)/Date (s) of Event for License to be issued: 6/26, 7/11, 7/25, 8/15 Purpose of Event (example: fundraiser): Summer music

Hours of Event (from - to): 3-5 pm

Location (Must provide facility name, if any, street number and name): Captain's Choice 4 Highland Event is:  Indoor  Outdoor Event (Please check applicable box)

Property Owner Name and Address: Chris King [Redacted] Phone number: [Redacted]

Seating Capacity: 40 Occupancy Number: 84

Name of Caterer (if applicable): \_\_\_\_\_ Approximate number of people attending: \_\_\_\_\_



If the event is catered please return Caterer Food Service Form to Health Agent at Fax # 508.349.5508

Will an admission fee be collected?  Yes  No

Will there be a One Day Alcohol License  Yes  No

If yes; you must also apply for a One Day Alcohol License

Will there be Police Traffic Control?  Yes  No

ENTERTAINMENT INFORMATION

Type of Entertainment: Please check the appropriate boxes.

Dancing:  By Patron  By Entertainers  No Dancing

Music:  Recorded  Juke Box  Live  No Music

Number of Musicians & Instruments (Type) 1-5 vocals, guitar, drums, bass

Amplified System:  Yes  No

Shows:  Theater  Movies  Floor Show  Light Show

No Show

Other:  Video Games  Pool/Billiard Tables (Please indicate quantity) \_\_\_\_\_

Applicant's Signature

I certify under the pains and penalties of perjury that the above information is true and that I will comply with all applicable regulations of the Town of Truro.

Krish Awam  
Signature

3.23.21  
Date

- A valid entertainment license must be on the premises before the entertainment is commenced.
- No entertainment shall be offered, conducted, or otherwise provided by any establishment licensed under MGL Chapter 140 without first obtaining an entertainment license from the Board of Selectmen.
- Sunday entertainment must be specifically requested and addressed in the permitting process.
- These regulations are intended to allow the Board of Selectmen to determine the appropriate parameters to limit impacts to the neighbors of the establishment and to the community by the establishment and the entertainment provided therein.
- A copy of the required Fire Safety Inspection Certificate of the facility must be provided, if applicable.
- The Local Licensing Authority may impose restrictions and/or conditions.

Office Use Only

APPROVAL

2021-03ENT

License No \_\_\_\_\_

Board of Selectmen \_\_\_\_\_

Meeting Date 04/27/2021

Police Department [Signature]

Date 4/27/2021

Restrictions/Conditions attached to the license by the Board of Selectmen or its Delegate: \_\_\_\_\_

State Fee, \$ \_\_\_\_\_  
Municipal Fee, \$ \_\_\_\_\_

THE COMMONWEALTH OF MASSACHUSETTS  
OF \_\_\_\_\_



LICENSE

For

PUBLIC ENTERTAINMENT ON SUNDAY

The Name of the Establishment is Captain's Choice in or on the property at No. 4 Highland Rd. (address)

The Licensee or Authorized representative: Kristi Wageman in

accordance with chapter 136 of the General Laws, as amended, hereby request a license for the following program or entertainment:

DATE	TIME	Proposed dancing or game, sport, fair, exposition, play, entertainment or public diversion
7/11	3-5	Live band
7/25	3-5	Live band
8/15	3-5	live band

Hon. \_\_\_\_\_ Mayor/ Chairman of Board of Selectman, \_\_\_\_\_ (City or Town)

Fees per occurrence (Individual Sunday(s)): Regular Hours (Sunday 1:00pm - Midnight): \$2.00 Special Hours (Sunday 12:00 am- Midnight): \$5.00. Annual Fee (For Operating on every Sunday in calendar year): Regular Hours (Sunday 1:00pm - Midnight): \$50.00 Special Hours (Sunday 12:00 am- Midnight): \$100.00

This license is granted and accepted, and the entertainment approved, upon the understanding that such entertainment that the licensee shall comply with the laws of the Commonwealth applicable to licensed entertainments, and also to the following terms and conditions: The licensee shall at all times allow any person designated in writing by the Mayor, Board of Selectmen, or Commissioner of Public Safety, to enter and inspect his place of amusement and view the exhibitions and performances therein; shall permit regular police officers, detailed by the Commissioner of Public Safety or Chief of the local Police Department to enter and be about this place of amusement during performances therein; may employ to preserve order in his place of amusement only regular or special police officers designated therefore by the Chief of Police, and shall pay to said Chief of Police for the services of the regular police officers such amount as shall be fixed by him; shall permit at all times to enter and be about his place of amusement such members of the Fire Department as shall be detailed by the Chief of the Fire Department to guard against fire; shall keep in good condition, go as to be easily accessible, such standpipes, hose, axes, chemical extinguishers and other apparatus as the fire department may require; shall allow such members of the fire department in case of any fire in such place, to exercise exclusive control and direction of his employees and of the means and apparatus provided for extinguishing fire therein; shall permit no obstruction of any nature in any aisle, passageway or stairway of the licensed premises, nor allow any person therein to remain in any aisle passageway or stairway during an entertainment; and shall conform to any other rules and regulations at any time made by the Mayor or Board of Selectmen. This license shall be kept on the premise where the entertainment is to be held, and shall be surrendered to any regular police officer or authorized representative of the Department of Public Safety. This license is issued under the provisions of Chapter 136 of the General Laws, as amended, and is subject to revocation at any time by the Mayor, Board of Selectmen, or Commissioner of Public Safety.

Do not write in this box

This application and program must be signed by the licensee or authorized representative of entertainment to be held. No Change to be made in the program without permission of the authorities granting and approving the license.

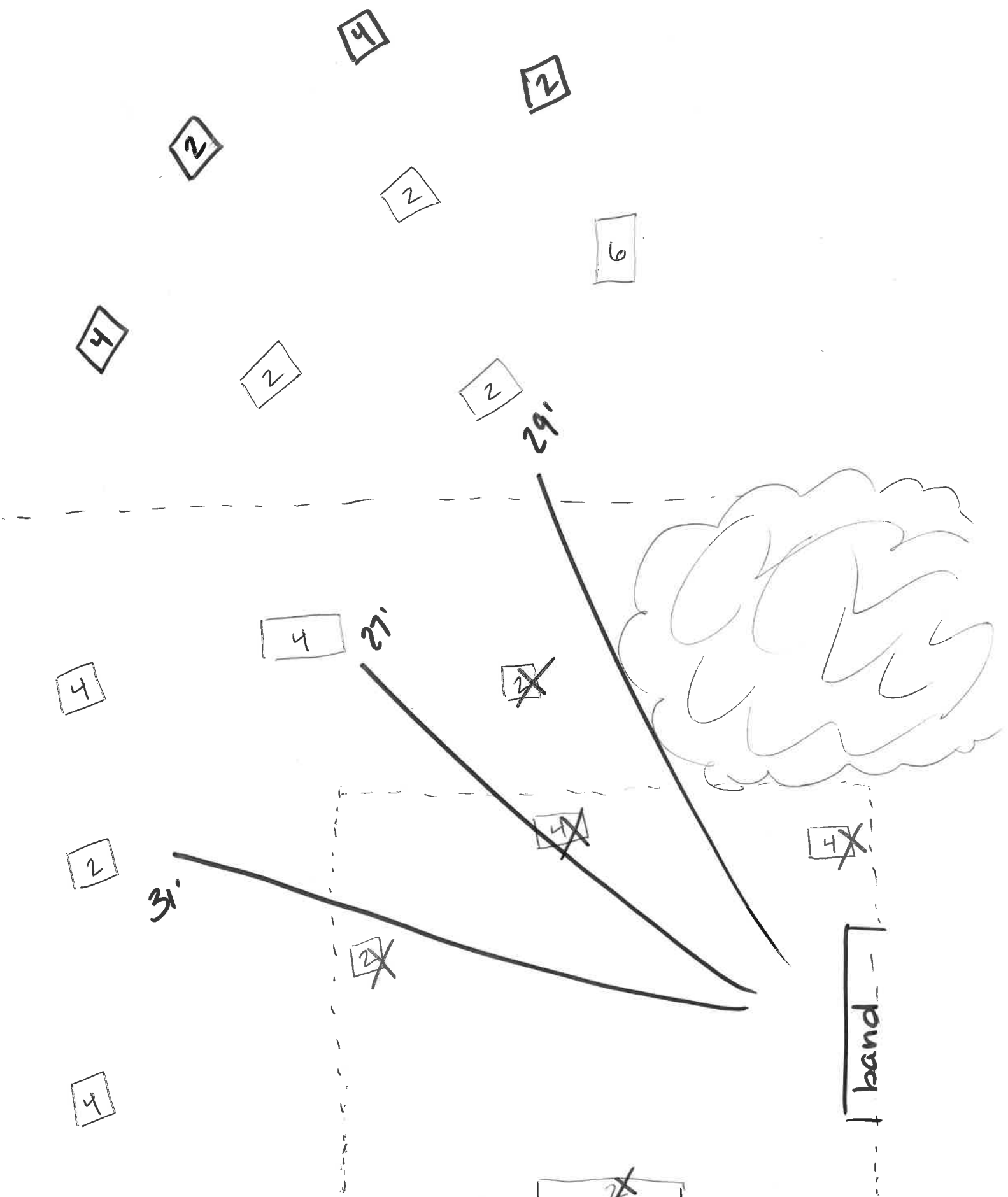
THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE ON THE PREMISES

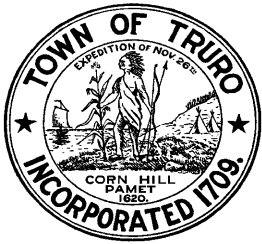
regular seating - 6' apart  
40 seats

music seating - 6' apart  
38 seats

min. 27' from band

Captain's Choice  
4 Highland Rd.





# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Nicole Tudor, Executive Assistant

**REQUESTED MEETING DATE:** April 27, 2021

**ITEM:** Approval of 2021 Seasonal License Renewals: Jules Besch Stationers (3 Great Hollow Rd Unit 2), Cape Cod Treasure Chest (146 Shore Rd); Accent on Design (14 Truro Center Rd Unit A); Adventure Bound Camping Resort at Horton's (67 South Highland Rd); Blackfish Restaurant (17 Truro Center Rd); Terra Luna Restaurant (104 Shore Rd); and Highland Links Golf Course (10 Highland Light Rd)

**EXPLANATION:** There are seven 2021 seasonal license renewal applications and supporting documentation for review and approval by the Select Board as the Local Licensing Authority. There were no reported issues with these establishments in 2020.

The Health Department License review and issuance is as follows: Adventure Bound Camping Resort at Horton's (4/1/2021), Blackfish Restaurant (4/14/2021)

Jules Besch Stationers, Cape Cod Treasure Chest, Accent on Design (Not Applicable)

- Jules Besch Stationers-Temporary License until Board Approval.
- Adventure Bound Camping Resort at Horton's will open their retail store June 25, 2021.
- Blackfish Restaurant Opening Date-April 30, 2021.
- Terra Luna Restaurant-Pending Health Agent Review and will be providing takeout only until Memorial Day Weekend – With an Opening Date of May 6, 2021.
- Highland Links Golf Course -Temporary Transient Vendor License until Board Approval pending Health Agent's review.

If you approve these for renewal, the licenses will be issued only upon compliance with all regulations and upon receipt of the necessary documents and fees.

Mass General Law	Licenses & Permits Issued by Select Board	Names of Businesses
Chapter 140 §2	<b>Common Victualer-Cook, Prepare &amp; Serve Food</b>	<b>Blackfish Restaurant Terra Luna Restaurant Highland Links Café</b>
Chapter 101 §2	<b>Transient Vendor</b>	<b>Jules Besch Stationers, Accent on Design Cape Cod Treasure Chest Adventure Bound Camping Resort at Horton's</b>

**IMPACT IF NOT APPROVED:** The licenses will not be issued.

**SUGGESTED ACTION:** MOTION TO approve a 2021 Seasonal Common Victualer (food) for Blackfish Restaurant, Terra Luna Restaurant and Highland Links Golf Course Café and Transient Vendor Licenses for Jules Besch Stationers, Cape Cod Treasure Chest, Accent on Design, Adventure Bound Camping Resort at Horton's upon compliance with all regulations and receipt of the necessary documents and fees.

**ATTACHMENTS:**

1. Renewal Application for 2021: Jules Besch Stationers (3 Great Hollow Rd Unit 2)
2. Renewal Application for 2021: Cape Cod Treasure Chest (146 Shore Rd)
3. Renewal Application for 2021: Accent on Design (14 Truro Center Rd Unit A)
4. Renewal Application for 2021: Adventure Bound Camping Resort at Horton's (67 South Highland Rd)
5. Renewal Application for 2021: Blackfish Restaurant (17 Truro Center Rd)
6. Renewal Application for 2021: Terra Luna Restaurant (104 Shore Rd)
7. Renewal Application for 2021: Highland Links Golf Course (10 Highland Light Rd)



# TOWN OF TRURO

PO Box 2030, Truro MA 02666

Tel: 508-349-7004, Extension: 131 or 124 Fax: 508-349-5508

## LICENSE APPLICATION: Condominiums, Cottage Colonies, Motels, Campgrounds, Lodging, Gas Station/Retail Service, Transient Vendor

### Section 1 – License Type & Hours of Operation

Please check the appropriate box the best describes the license type(s).

REVD 2002 APR 12 11:20 AM  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO

New  Renewal

FACILITY: # UNITS

HOURS OF OPERATION:

Motel \_\_\_\_\_

Annual  Seasonal

Cottage Colony \_\_\_\_\_

Opening Date: 4-16-21

Condominium \_\_\_\_\_

Closing Date: 12-21

Campground \_\_\_\_\_

Days of the Week Open: APR, MAY, OCT, NOV (4)  
JUNE, JULY, AUG, SEPT (7)

Lodging \_\_\_\_\_

Transient Vendor

Gas Station (*Please submit your Service Station Compliance Form & Third Part Underground Storage Tank Inspection Report (FP 289)*)

### Section 2 – Business Information

Federal Employers Identification Number (FEIN/SS) \_\_\_\_\_



MICHAEL TUCK  
Print Name of Applicant

JULES BESCH STATIONERS, INC.  
Business Name

MICHAEL TUCK, PRES.  
Owner Name

3 GREAT HOLLOW RD  
Street Address of Business

PO BOX 1169, TRURO 02666  
Mailing Address of Business

508 487-0395  
Business Phone Number

Business E-Mail Address

**Section 3 –MANAGER INFORMATION**

Check if New Manager (if checked, MUST submit Application to Name a Manager)

**Name of Onsite Manager:**

Name: M. TUCK Unit Number: \_\_\_\_\_

Mailing Address: Box 1169, TRURO Ozlelele

Phone: (24 Hour Contact): 487-1759 Email Address: \_\_\_\_\_

*M. Tuck*

**Manager's Signature (REQUIRED)**

**Name of Offsite Manager:**

Name: same Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Phone: (24 Hour Contact): \_\_\_\_\_ Email Address: \_\_\_\_\_

*M. Tuck*

**Manager's Signature (REQUIRED)**

**Name of Co- Manager:**

Name: \_\_\_\_\_ Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Phone: (24 Hour Contact): \_\_\_\_\_ Email Address: \_\_\_\_\_

**Co-Manager's Signature (REQUIRED)**

**Section 4 – ATTESTATION**

Pursuant to M.G. L. Ch. 62C, sec. 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all local state taxes required under law and the information I have provided is true and accurate. Any misstatement in this application, or violation of state or applicable town bylaws or regulations, shall be considered sufficient cause for refusal, suspension or revocation of the license.

*M. Tuck*  
Signature of Applicant

MICHAEL TUCK  
Print Name

4-9-21  
Date

**Additional Applications & Documentation**

**REQUIRED FOR ALL MOTELS, COTTAGE COLONIES, CONDOMINIUMS & CAMPGROUNDS**

- Smoke detector/fire protection certification
- IF YOU HAVE EMPLOYEES- Workers Compensation Affidavit & Certificate of Insurance
- IF YOU DO NOT HAVE EMPLOYEES- Workers Compensation Affidavit
- Business certificate with the clerk's office

**ADDITIONAL (SEPARATE) APPLICATIONS THAT MAY PERTAIN TO YOUR OPERATION**

- Application for Pool or Hot Tub Permit
  - Application to Name a Manager
  - Entertainment License
  - Application to sell Tobacco
  - Application for Food Service Permit
- (rev 9/2017)





The Commonwealth of Massachusetts  
 Department of Industrial Accidents  
 1 Congress Street, Suite 100  
 Boston, MA 02114-2017

www.mass.gov/dia

Workers' Compensation Insurance Affidavit: General Businesses.  
 TO BE FILED WITH THE PERMITTING AUTHORITY.

**Applicant Information**

**Please Print Legibly**

Business/Organization Name: JULES BEACH STATIONERS, INC.

Address: BOX 1169

City/State/Zip: TEURO, MA 02666 Phone #: 508 487-0395

**Are you an employer? Check the appropriate box:**

- 1.  I am an employer with \_\_\_\_\_ employees (full and/ or part-time).\*
- 2.  I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]
- 3.  We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]\*\*
- 4.  We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

**Business Type (required):**

- 5.  Retail
- 6.  Restaurant/Bar/Eating Establishment
- 7.  Office and/or Sales (incl. real estate, auto, etc.)
- 8.  Non-profit
- 9.  Entertainment
- 10.  Manufacturing
- 11.  Health Care
- 12.  Other \_\_\_\_\_

\*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.

\*\*If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

**I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.**

Insurance Company Name: \_\_\_\_\_

Insurer's Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Policy # or Self-ins. Lic. # \_\_\_\_\_ Expiration Date: \_\_\_\_\_

**Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).**

Failure to secure coverage as required under Section 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

**I do hereby certify, under the pains and penalties of perjury that the information provided above is true and correct.**

Signature: [Handwritten Signature] Date: 4-9-21

Phone #: 508 487-1759

**Official use only. Do not write in this area, to be completed by city or town official.**

City or Town: \_\_\_\_\_ Permit/License # \_\_\_\_\_

Issuing Authority (circle one):  
 1. Board of Health 2. Building Department 3. City/Town Clerk 4. Licensing Board 5. Selectmen's Office  
 6. Other \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone #: \_\_\_\_\_

Number: 2021-04TV TEMP

Fee: \$75.00

**Town of Truro Board of Selectmen  
24 Town Hall Road, Truro, MA 02666**

**Transient Vendor License**  
**TEMPORARY LICENSE**

This is to Certify that  
Address

**Michael Tuck, Mgr., dba Jules Besch Stationers  
3 Great Hollow Road, Unit 2**

IS HEREBY GRANTED A LICENSE  
**From April 16, 2021-April 27, 2021**

For a transient vendor license

This license is granted in conformity with the Statutes and ordinances relating thereto, and expires  
**April 27, 2021** unless sooner suspended or revoked.

Date Issued: 4/12/2021

  
Darrin Tangeman-Town Manager



# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004, Extension: 110 or 124 Fax: 508-349-5505

## TAX STATUS REQUEST FOR LICENSING (from the Select Board's Office)

Date 4/22/2021

Owner's Name Michael Tuck

Business Name Jules Bosch Stationers, Inc.

Business Address 3 Great Hollow Rd.

Map and Parcel 4/237.2

Please verify whether the Real Estate and Personal Property taxes to this property are up to date for the current fiscal year.

*All set.*

*Molly Stewart*  
Tax Collector's Signature

4/23/2021  
Date



# TOWN OF TRURO

PO Box 2030, Truro MA 02666  
Tel: 508-349-7004, Extension: 131 or 124 Fax: 508-349-5508

## LICENSE APPLICATION: Condominiums, Cottage Colonies, Motels, Campgrounds, Lodging, Gas Station/Retail Service, Transient Vendor

### Section 1 – License Type & Hours of Operation

Please check the appropriate box the best describes the license type(s).

New  Renewal

FACILITY: # UNITS

HOURS OF OPERATION:

Motel \_\_\_\_\_

Annual  Seasonal

Cottage Colony \_\_\_\_\_

Opening Date: 5/15/21

Condominium \_\_\_\_\_

Closing Date: 10/1/21

Campground \_\_\_\_\_

Days of the Week Open: 7

Lodging \_\_\_\_\_

Transient Vendor

Gas Station (Please submit your Service Station Compliance Form & Third Part Underground Storage Tank Inspection Report (FP 289))

### Section 2 – Business Information

Federal Employers Identification Number (FEIN/SS) \_\_\_\_\_

Dawn Perry

Print Name of Applicant

Cape Cod Treasure Chest

Business Name

Dawn Perry

Owner Name

146 Shore Rd N Truro

Street Address of Business

P.O. Box 185 N. Truro

Mailing Address of Business

508 4870250

Business Phone Number

info@capecodtreasurechest.com

Business E-Mail Address

**Section 3 –MANAGER INFORMATION**

Check if New Manager (if checked, MUST submit Application to Name a Manager)

**Name of Onsite Manager:**

Name: DAWN PERRY Unit Number: \_\_\_\_\_

Mailing Address: PO Box 185 N TRURO MA

Phone: (24 Hour Contact): 5084870250 Email Address: info@CapeCodTreasureChest.com

Dawn Perry

**Manager's Signature (REQUIRED)**

**Name of Offsite Manager:**

Name: \_\_\_\_\_ Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Phone: (24 Hour Contact): \_\_\_\_\_ Email Address: \_\_\_\_\_

**Manager's Signature (REQUIRED)**

**Name of Co- Manager:**

Name: \_\_\_\_\_ Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Phone: (24 Hour Contact): \_\_\_\_\_ Email Address: \_\_\_\_\_

**Co-Manager's Signature (REQUIRED)**

**Section 4 – ATTESTATION**

Pursuant to M.G. L. Ch. 62C, sec. 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all local state taxes required under law and the information I have provided is true and accurate. Any misstatement in this application, or violation of state or applicable town bylaws or regulations, shall be considered sufficient cause for refusal, suspension or revocation of the license.

Dawn Perry  
Signature of Applicant

Dawn Perry  
Print Name

4/13/21  
Date

**Additional Applications & Documentation**

**REQUIRED FOR ALL MOTELS, COTTAGE COLONIES, CONDOMINIUMS & CAMPGROUNDS**

- Smoke detector/fire protection certification
- IF YOU HAVE EMPLOYEES- Workers Compensation Affidavit & Certificate of Insurance
- IF YOU DO NOT HAVE EMPLOYEES- Workers Compensation Affidavit
- Business certificate with the clerk's office

**ADDITIONAL (SEPARATE) APPLICATIONS THAT MAY PERTAIN TO YOUR OPERATION**

- Application for Pool or Hot Tub Permit
  - Application to Name a Manager
  - Entertainment License
  - Application to sell Tobacco
  - Application for Food Service Permit
- (rev 9/2017)



The Commonwealth of Massachusetts  
 Department of Industrial Accidents  
 1 Congress Street, Suite 100  
 Boston, MA 02114-2017  
 www.mass.gov/dia

Workers' Compensation Insurance Affidavit: General Businesses.  
 TO BE FILED WITH THE PERMITTING AUTHORITY.

**Applicant Information**

Please Print Legibly

Business/Organization Name: Cape Cod Treasure Chest

Address: 146 Shore Rd

City/State/Zip: N TRURO MA 02062 Phone #: 508 487 0250

<p><b>Are you an employer? Check the appropriate box:</b></p> <p>1. <input type="checkbox"/> I am a employer with _____ employees (full and/ or part-time).*</p> <p>2. <input checked="" type="checkbox"/> I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]</p> <p>3. <input type="checkbox"/> We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]**</p> <p>4. <input type="checkbox"/> We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]</p>	<p><b>Business Type (required):</b></p> <p>5. <input checked="" type="checkbox"/> Retail</p> <p>6. <input type="checkbox"/> Restaurant/Bar/Eating Establishment</p> <p>7. <input type="checkbox"/> Office and/or Sales (incl. real estate, auto, etc.)</p> <p>8. <input type="checkbox"/> Non-profit</p> <p>9. <input type="checkbox"/> Entertainment</p> <p>10. <input type="checkbox"/> Manufacturing</p> <p>11. <input type="checkbox"/> Health Care</p> <p>12. <input type="checkbox"/> Other _____</p>
--	---

\*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.  
 \*\*If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

**I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.**

Insurance Company Name: \_\_\_\_\_

Insurer's Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Policy # or Self-ins. Lic. # \_\_\_\_\_ Expiration Date: \_\_\_\_\_

**Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).**

Failure to secure coverage as required under Section 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

**I do hereby certify, under the pains and penalties of perjury that the information provided above is true and correct.**

Signature: [Signature] Date: 4/13/21

Phone #: 508 487 0250

**Official use only. Do not write in this area, to be completed by city or town official.**

City or Town: \_\_\_\_\_ Permit/License # \_\_\_\_\_

Issuing Authority (circle one):  
 1. Board of Health 2. Building Department 3. City/Town Clerk 4. Licensing Board 5. Selectmen's Office  
 6. Other \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone #: \_\_\_\_\_



# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004, Extension: 110 or 124 Fax: 508-349-5505

## TAX STATUS REQUEST FOR LICENSING

Date 4/22/2021

Request is coming from the Select Board's Office

Owner's Name DAWN Perry

Business Name Cape Cod Treasure Chest

Business Address 146 Shore Rd.

Map and Parcel 22/48

Please verify whether the Real Estate and Personal Property taxes to this property are up to date for the current fiscal year.

*All set.*

Milly Stevens  
Tax Collector's Signature

4/23/2021  
Date

RCVD 2021APR20 AM11:48

ADMINISTRATIVE OFFICE

TOWN OF TRURO



# TOWN OF TRURO

PO Box 2030, Truro MA 02666

Tel: 508-349-7004, Extension: 131 or 124 Fax: 508-349-5508

## LICENSE APPLICATION: Condominiums, Cottage Colonies, Motels, Campgrounds, Lodging, Gas Station/Retail Service, Transient Vendor

### Section 1 – License Type & Hours of Operation

Please check the appropriate box the best describes the license type(s).

New       Renewal

FACILITY:                      # UNITS

HOURS OF OPERATION:

Motel                              \_\_\_\_\_

Annual                               Seasonal

Cottage Colony                      \_\_\_\_\_

Opening Date: 5/29/21

Condominium                      \_\_\_\_\_

Closing Date: 10/11/21

Campground                      \_\_\_\_\_

Days of the Week Open: 5

Lodging                              \_\_\_\_\_

Transient Vendor

Gas Station (Please submit your Service Station Compliance Form & Third Part Underground Storage Tank Inspection Report (FP 289))

### Section 2 – Business Information

Federal Employers Identification Number (FEIN/SS) \_\_\_\_\_

Amy Rolnick                              Accent on Design  
Print Name of Applicant                              Business Name

Amy Rolnick  
Owner Name

14A Truro Center Rd                              PO Box 676 Truro MA 02666  
Street Address of Business                              Mailing Address of Business

786 525 6973                              \_\_\_\_\_  
Business Phone Number                              Business E-Mail Address



**Section 3 - MANAGER INFORMATION**

Check if New Manager (if checked, MUST submit Application to Name a Manager)

**Name of Onsite Manager:**

Name: Amy Rohrer Unit Number: 14A

Mailing Address: PO Box 676 TOWN MA 02666

Phone: (24 Hour Contact): [REDACTED] Email Address: [REDACTED]

\_\_\_\_\_  
Manager's Signature (REQUIRED)

**Name of Offsite Manager:**

Name: same Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Phone: (24 Hour Contact): \_\_\_\_\_ Email Address: \_\_\_\_\_

\_\_\_\_\_  
Manager's Signature (REQUIRED)

**Name of Co- Manager:**

Name: NA Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Phone: (24 Hour Contact): \_\_\_\_\_ Email Address: \_\_\_\_\_

\_\_\_\_\_  
Co-Manager's Signature (REQUIRED)

**Section 4 - ATTESTATION**

Pursuant to M.G. L. Ch. 62C, sec. 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all local state taxes required under law and the information I have provided is true and accurate. Any misstatement in this application, or violation of state or applicable town bylaws or regulations, shall be considered sufficient cause for refusal, suspension or revocation of the license.

[Signature] \_\_\_\_\_  
Signature of Applicant Print Name Date

**Additional Applications & Documentation**

**REQUIRED FOR ALL MOTELS, COTTAGE COLONIES, CONDOMINIUMS & CAMPGROUNDS**

- Smoke detector/fire protection certification
- IF YOU HAVE EMPLOYEES- Workers Compensation Affidavit & Certificate of Insurance
- IF YOU DO NOT HAVE EMPLOYEES- Workers Compensation Affidavit
- Business certificate with the clerk's office

**ADDITIONAL (SEPARATE) APPLICATIONS THAT MAY PERTAIN TO YOUR OPERATION**

- Application for Pool or Hot Tub Permit
  - Application to Name a Manager
  - Entertainment License
  - Application to sell Tobacco
  - Application for Food Service Permit
- (rev 9/2017)



# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666  
Tel: 508-349-7004, Extension: 110 or 124 Fax: 508-349-5505

## TAX STATUS REQUEST FOR LICENSING

Date 4/22/2021

Request is coming from the Select Board's Office

Owner's Name Amy Rolnick

Business Name Accent on Design

Business Address 14 Truro Center Rd. (Unit A)

Map and Parcel 50/155(2R)

Please verify whether the Real Estate and Personal Property taxes to this property are up to date for the current fiscal year. All set.

Molly Stevens  
Tax Collector's Signature

4/23/2021  
Date

Number: 2021-005A

Fee: \$50.00

**Town of Truro Board of Health**  
**24 Town Hall Road, Truro, MA 02666**  
**Campground**

This is to certify that **Wayne Klekamp, mgr., d/b/a Adventure Bound Camping Resort at Hortons**  
**67 South Highland Rd**

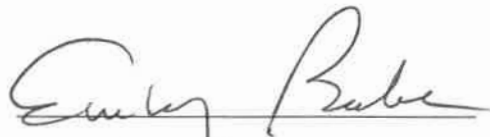
Has Been Granted A License to Operate **Recreational Camps, Overnight Camps or Trailer Coach Parks**

This license is issued in conformity with the authority granted to the Truro Board of Health, by Chapter 140, Sections 32A, 32B, 32C, 32D, 32E as amended, and is subject to the provisions of the Laws of the Commonwealth of Massachusetts relating thereto, and upon such terms and conditions, and to the rules and regulations in regard to said Camps or Cabins so licensed as adopted by the Truro Board of Health and expires **December 31, 2021** unless sooner suspended or revoked.

Date

4-1-2021

#of units: **218 sites**



**Emily Beebe, RS**

**Agent to the Truro Board of Health**

Number: 2021-05B

Fee \$75.00

**Town of Truro Board of Health**  
**24 Town Hall Road, Truro, MA 02666**  
**Permit To Operate A Food Establishment**

In accordance with Regulations promulgated under authority of Chapter 111, Section 127A of the General Laws a Permit is hereby granted to:

**Wayne Klekamp, mgr., d/b/a Adventure Bound Camping Resort at Horton's  
Highland Dairy General Store**

Whose place of business is **67 South Highland Rd**

Type of business and any restrictions **General Store (prepackaged & microwave food items/dry goods)**

To operate a food establishment in **Truro**

Permit Expires: **December 31, 2021**

Date Issued:

4.7.2021



**Emily Beebe, R.S.**  
**Agent to the Truro Board of Health**

Smoke  
exp: 10/1/2021

PAID  
5348

HEALTH DEPARTMENT  
TOWN OF TRURO

OCT 26 2020

mcc



TOWN OF TRURO RECEIVED BY SD.

PO Box 2030, Truro MA 02666

Tel: 508-349-7004, Extension: 131 or 124 Fax: 508-349-5508

mcc# 2021-05A

**LICENSE APPLICATION: Condominiums, Cottage Colonies, Motels, Campgrounds, Lodging, Gas Station/Retail Service, Transient Vendor**

**Section 1 – License Type & Hours of Operation**

Please check the appropriate box the best describes the license type(s).

New  Renewal

FACILITY: # UNITS

HOURS OF OPERATION:

Motel \_\_\_\_\_

Annual  Seasonal

Cottage Colony \_\_\_\_\_

Opening Date: 04/01/2021

Condominium \_\_\_\_\_

Closing Date: 11/09/2021

Campground 218

Days of the Week Open: Mon - Sun

Lodging \_\_\_\_\_

Transient Vendor 75.00

Gas Station (Please submit your Service Station Compliance Form & Third Part Underground Storage Tank Inspection Report (FP 289))

**Section 2 – Business Information**

Federal Employers Identification Number (FEIN/SS) [REDACTED]

H. Wayne Klekamp Adventure Bound Camping Resorts @ Horton's

Print Name of Applicant same Business Name

Owner Name

67 Highland Road North Truro, MA 02652 905 16th Place Vero BEach, FL 32960

Street Address of Business [REDACTED] Mailing Address of Business [REDACTED]

Business Phone Number Business E-Mail Address

**Section 3 - MANAGER INFORMATION**

Check if New Manager (if checked, MUST submit Application to Name a Manager)

**Name of Onsite Manager:**

James Bourne

Name: \_\_\_\_\_ Unit Number: \_\_\_\_\_

Mailing Address: PO Box 365 North Truro, MA 02652 \_\_\_\_\_

Phone: (24 Hour Contact): \_\_\_\_\_ Email Address: manager@abcapecod.com

  
Manager's Signature (REQUIRED)

**Name of Offsite Manager:**

Name: \_\_\_\_\_ Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Phone: (24 Hour Contact): \_\_\_\_\_ Email Address: \_\_\_\_\_

\_\_\_\_\_  
Manager's Signature (REQUIRED)

**Name of Co- Manager:**

Name: \_\_\_\_\_ Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Phone: (24 Hour Contact): \_\_\_\_\_ Email Address: \_\_\_\_\_

\_\_\_\_\_  
Co-Manager's Signature (REQUIRED)

**Section 4 - ATTESTATION**

Pursuant to M.G. L. Ch. 62C, sec. 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all local state taxes required under law and the information I have provided is true and accurate. Any misstatement in this application, or violation of state or applicable town bylaws or regulations, shall be considered sufficient cause for refusal, suspension or revocation of the license.

H. Wayne Klekamp II

10/23/2020

Signature of Applicant

Print Name

Date

**Additional Applications & Documentation**

**REQUIRED FOR ALL MOTELS, COTTAGE COLONIES, CONDOMINIUMS & CAMPGROUNDS**

- Smoke detector/fire protection certification
- IF YOU HAVE EMPLOYEES- Workers Compensation Affidavit & Certificate of Insurance
- IF YOU DO NOT HAVE EMPLOYEES- Workers Compensation Affidavit
- Business certificate with the clerk's office

**ADDITIONAL (SEPARATE) APPLICATIONS THAT MAY PERTAIN TO YOUR OPERATION**

- Application for Pool or Hot Tub Permit
  - Application to Name a Manager
  - Entertainment License
  - Application to sell Tobacco
  - Application for Food Service Permit
- (rev 9/2017)

Smoke exp: 10/1/21

HEALTH DEPARTMENT  
TOWN OF TRURO



**Town of Truro  
Board of Health**

24 Town Hall Road, P.O. Box 2030, Truro, MA 02666  
Tel: 508-349-7004, Extension: 131 Fax: 508-349-5508  
Email: [ebeebe@truro-ma.gov](mailto:ebeebe@truro-ma.gov) or [adavis@truro-ma.gov](mailto:adavis@truro-ma.gov)

OCT 26 2020

PS RECEIVED BY  
2021-05

**APPLICATION FOR FOOD SERVICE – COMMON VICTUALER**

New  Renewal

**Section 1 – License Type**

Type of License:  Food Service  Common Victualer

**Type of Food Service Establishment:**

- Food Service (restaurant or take out)
- Retail Food (commercially prepared foods)
- Residential Kitchen
- Bed & Breakfast w/Continental Breakfast
- Catering
- Manufacturer of Ice Cream/Frozen Dessert
- Bakery

**Section 2 – Business/Owner/Manger Information**

Federal Employers Identification Number (FEIN/SS) [REDACTED]

Business Name: A/C Mobile Home Park Inc at Horton's

Owner Name: H. Wayne Klekamp Email Address: [REDACTED]

Mailing Address: 905 16th Place Vero Beach, FL 32960

Phone No [REDACTED]

Person Directly Responsible for Daily Operations: (Owner, Person In Charge, Supervisor, Manager)

Name: James Bourne Email Address: [REDACTED]

Mailing Address: 67 Highland Road North Truro, MA 02652

Phone No: 508-487-1847 24 Hour Emergency: \_\_\_\_\_

**Section 3 – Business Operation Details**

Number of Seats: Inside: 0 Outside: \_\_\_\_\_ Number of Employees: 0

Length of Permit:  Annual  Seasonal Operation

Hours of Operation: 8 To 8

Days Closed Excluding Holidays: none

If Seasonal: Approximate Dates of Operation: 04 / 01 / 2021 To 11 / 09 / 2021

Certified Food Manager(s) (attach copy): (at least 1 full-time equivalent PER SHIFT required)

Allergen Awareness Certification (attach copy):

Has your menu changed from last year?  Yes  No

If yes please attach copy of menu or provide description of food to be prepared and sold:

**Section 4 - Attestation**

**Attestation**

*I, the undersigned, attest to the accuracy of the information provided in this application and further agree to allow the regulatory authority access to the food service establishment as specified under § 8-402.11. I affirm that the food establishment operation will comply with 105 CMR 590.000, Truro Board of Health Regulation Section X, Food Service Regulations and all other applicable laws. Pursuant to MGL Ch. 62C § 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid state and local taxes required by law.*

Signature of Applicant: \_\_\_\_\_ Date: 10/23/2020

\*\*\*\*\*

**Application Checklist:**

- Food Service Permit Application
- Smoke Detector/Fire Protection Certification
- Workers Compensation Affidavit/Certificate of Insurance
- Copy of Inspection of Kitchen Equipment: Commercial Hood and Ventilation System Report
- Copy of Service report of mechanical washing equipment (Dishwasher)
- Copy of ServSafe Certification and Allergy Awareness
- Copy of Choke Saver (for food service establishment w/seating capacity of 25 or more)

<b>FOR HEALTH DEPARTMENT USE ONLY</b>	
Comments: _____	
Review by _____	Date _____





The Commonwealth of Massachusetts  
 Department of Industrial Accidents  
 1 Congress Street, Suite 100  
 Boston, MA 02114-2017  
 www.mass.gov/dia

Workers' Compensation Insurance Affidavit: General Businesses.  
 TO BE FILED WITH THE PERMITTING AUTHORITY.

**Applicant Information**

Please Print Legibly

Business/Organization Name: A/C Mobile Home Park, Inc at Horton's

Address: 67 Highland Road

City/State/Zip: North Truro, MA 02652 Phone #: 508-487-1847

**Are you an employer? Check the appropriate box:**

- 1.  I am a employer with seasonal employees (full and/ or part-time).\*
- 2.  I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]
- 3.  We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]\*\*
- 4.  We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

**Business Type (required):**

- 5.  Retail
- 6.  Restaurant/Bar/Eating Establishment
- 7.  Office and/or Sales (incl. real estate, auto, etc.)
- 8.  Non-profit
- 9.  Entertainment
- 10.  Manufacturing
- 11.  Health Care
- 12.  Other campground

\*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.

\*\*If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

*I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.*

Insurance Company Name: National Casualty Company

Insurer's Address: 1100 Locust Street

City/State/Zip: Des Moines, IA 50391

Policy # or Self-ins. Lic. # WCC331038A Expiration Date: 04/01/2021

**Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).**

Failure to secure coverage as required under Section 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

*I do hereby certify, under the pains and penalties of perjury that the information provided above is true and correct.*

Signature: \_\_\_\_\_ Date: 10.22.2020

Phone #: \_\_\_\_\_

**Official use only. Do not write in this area, to be completed by city or town official.**

City or Town: \_\_\_\_\_ Permit/License # \_\_\_\_\_

Issuing Authority (circle one):

- 1. Board of Health 2. Building Department 3. City/Town Clerk 4. Licensing Board 5. Selectmen's Office
- 6. Other \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone #: \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/15/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> K&K INSURANCE GROUP, INC. P.O. BOX 2338 FORT WAYNE, IN 46801	<b>CONTACT NAME:</b> LEISURE <b>PHONE (A/C, No, Ext):</b> 877-355-0315 <b>FAX (A/C, No):</b> 260-459-5990 <b>E-MAIL ADDRESS:</b>																				
	<table border="1"> <thead> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A:</td> <td>NATIONAL CASUALTY COMPANY</td> <td>11991</td> </tr> <tr> <td>INSURER B:</td> <td>NATIONAL CASUALTY COMPANY</td> <td>11991</td> </tr> <tr> <td>INSURER C:</td> <td></td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	NATIONAL CASUALTY COMPANY	11991	INSURER B:	NATIONAL CASUALTY COMPANY	11991	INSURER C:			INSURER D:			INSURER E:			INSURER F:	
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INSURER D:																					
INSURER E:																					
INSURER F:																					
<b>INSURED</b> H. WAYNE KLEKAMP, INC. (SEE SCHEDULE) DBA : ADVENTURE BOUND CAMPING RESORTS 905 16TH PL VERO BEACH, FL 32960																					

**COVERAGES**

CERTIFICATE NUMBER: C116154

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>LIQUOR LIMITS - \$1,000,000/\$1,000,000 AGG</b> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:	Y			4/1/2020 12:01 AM	4/1/2021 12:01 AM	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea Occurrence) \$300,000 MED EXP (Any one person) EXCLUDED PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$5,000,000 PRODUCTS - COMP/OP AGG \$5,000,000 LEGAL LIAB TO PARTICIPANTS PROFESSIONAL LIABILITY
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY				4/1/2020 12:01 AM	4/1/2021 12:01 AM	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
A	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION				4/1/2020 12:01 AM	4/1/2021 12:01 AM	EACH OCCURRENCE \$3,000,000 AGGREGATE \$3,000,000
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N if yes, describe under DESCRIPTION OF OPERATIONS below	N/A			4/1/2020 12:01 AM	4/1/2021 12:01 AM	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
	<b>PARTICIPANT ACCIDENT</b>						AD&D Primary Medical Excess Medical Weekly Indemnity

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER IS ADDED AS ADDITIONAL INSURED, BUT ONLY FOR LIABILITY CAUSED, IN WHOLE OR IN PART, BY THE ACTS OR OMISSIONS OF THE NAMED INSURED.

RE: CAPE COD-NORTH TRURO: 42-44-46-48 HIGHLAND ROAD, NORTH TRURO, MA & CAPE COD-HORTONS: 67-71 SOUTH HIGHLAND ROAD, NORTH TRURO, MA

**CERTIFICATE HOLDER****CANCELLATION**

TOWN OF TRURO  
 LICENSING DEPARTMENT  
 PO BOX 2030  
 TRURO, MA 02666

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



**TRURO FIRE RESCUE**  
Truro Public Safety Facility  
344 Route 6 Truro, MA 02666

**FIRE PROTECTION SYSTEMS  
ANNUAL TEST REPORT**

BUSINESS NAME: A/C Mobile Home Park, Inc at Horton's

OWNER/MANAGER: H. Wayne Klekamp

ADDRESS: 67 Highland Road North Truro, MA 02652

PHONE #: 508-487-1847 NUMBER OF UNITS: \_\_\_\_\_

CONTACT PERSON: James Bourne

ADDRESS: \_\_\_\_\_

TESTING COMPANY: Fire Equipment Inc.

TESTING ELECTRICIAN/TECHNICIAN: \_\_\_\_\_

COMPANY PHONE #: \_\_\_\_\_ HOME PHONE #: \_\_\_\_\_

LICENSE #: \_\_\_\_\_

The fire protection system (s) including, but not limited to, (Sprinkler Systems) (Range Hood Systems) (Fire Extinguishers) (Type I II III Fire Alarm Systems) (C.O. Detectors) at the above mentioned business address, were tested, (CERTIFIED) the add parts of the systems, were found to be, or corrected to be, fully operational.

COMMENTS: \_\_\_\_\_

DATE OF CERTIFICATION: 10-01-2020 BY: see attached

Signature of Licensed Electrician

**THIS REPORT MUST BE FILLED OUT AND SUBMITTED, PRIOR TO THE ISSUANCE OF,  
OR RENEWAL OF A LICENSE TO OPERATE WITHIN THE TOWN OF TRURO.**



# FIRE EQUIPMENT INCORPORATED

Protecting New England. Because so much is at stake.

MEDFORD · AGAWAM · HYANNIS · SMITHFIELD · MANCHESTER

Phone: 508-775-3473  
www.feinewengland.com

Fax: 508-775-6110  
hyaservice@feinewengland.com

# INVOICE

INVOICE #:	SIN117733
INVOICE DATE:	10/01/2020
DUE DATE:	10/31/2020

**BILLING ADDRESS:**

HORTON CAMP RESORT  
PO BOX 308  
NORTH TRURO, MA 02652

**SHIPPING ADDRESS:**

Horton Camp Resort  
71 South Highland Road  
North Truro, MA 02652

WORK PERFORMED
Fire extinguishers inspection

CUSTOMER REFERENCE	WORK ORDER NUMBER	PURCHASE ORDER	WORK COMPLETED ON
hortoncam	WO-00179767	T&M	10/01/2020

PRODUCT NAME	DESCRIPTION	QUANTITY	UNIT PRICE	NET VALUE
Manufacturer's 2.5% Tariff Surcharge	Manufacturer's 2.5% Tariff Surcharge	1.00		
Portable Fire Extinguisher	1 - Annual - 626A - Extinguisher Inspection	1.00		
Labor	Labor	1.00		
Inspection of Fire Extinguishers	Inspection of Fire Extinguishers	6.00		
Pull Tamper Seals	Pull Tamper Seals	6.00		

NET TOTAL:	
TAX TOTAL:	
INVOICE TOTAL:	
OUTSTANDING TOTAL:	

REMIT TO: FIRE EQUIPMENT INC · PO BOX 423 · READING, MA 01867-0623



# FIRE EQUIPMENT INCORPORATED

Protecting New England. Because so much is at stake.

MEDFORD · AGAWAM · HYANNIS · SMITHFIELD · MANCHESTER

## Work Order Report

### Work Order Details:

**Account Name:** Horton Camp Resort

**Site Address:** 71 South Highland Road, North Truro, MA 02652

**Work Order Number:** WO-00179767

### Products:

Product Name:	Equipment #:	Equipment Location:
Portable Fire Extinguisher	FE 00075202	Building

### Description:

**Purpose of Visit:** PM Inspection

### Worked Performed:

**Work Performed:** Fire extinguishers inspection

### Technician Information:

Item	Technician Name	Hours
1	Hyannis Labor	1
2	Brian Bailey	1

**Closed On:** Oct 01, 2020

**Signature:**

**Date:** Oct 01, 2020

**TOTAL # OF EXTINGUISHERS – 6**

**# EXTINGUISHERS DUE SERVICE NEXT YEAR – 1-10lb**

**New Equipment -**

DRY CHEM 2.5 ABC		DRY CHEM 5 ABC		DRY CHEM 10 ABC		DRY CHEM 20 ABC	
DRY CHEM 10 BC		DRY CHEM 20 BC		DRY CHEM 10 PK		DRY CHEM 20 PK	
CO2 5lb		CO2 10lb		CO2 15.5lb		CO2 20lb	
Pressurized Water		K Class		Halotron 2.5lb		Halotron 5lb	
Halotron 11lb		Halotron 15lb		Emergency Lights		Exit Lights	
Other							

**Inspection/Recertification --**

DryChem	6	KClass		Pressurized Water		Halotron	
CO2		Conductivity Test		Wheeled Unit		Emergency Light	
Exit Light		Other Insp					

**Recharges --**

Dry Chem 2 1/2 lb		Dry Chem 5 lb		Dry Chem 10lb		Dry Chem 20lb	
CO2 5 lb		CO2 10 lb		CO2 15 lb		CO2 20 lb	
Pressurized Water		K Class .61		2,5G		Halotron 2.5 lb	
Halotron 5 lb		Halotron 11 lb		Halotron 15.5 Lb		Conductivity Tests	

**Service --**

6 YR Maintenance Halotron		Hydrotest Dry Chem	
6 YR Maintenance Other		Hydrotest Other	

**Parts --**

Service Collar		ORing		Check Stem		Pull Pin	
Vehicle Bracket		Heavy Duty Bracket		Batteries		Battery Disposal	
Wall Hook		M1 - 5lb		M2 - 10lb		20lb	
Bulbs		Replacement Cover		Gauge		FEC Cover	
Other Parts		DOT		OSHA		PWM 90	
BL Series Vinyl		Type					
RP Series Plastic		Types					

**FIRE EXTINGUISHERS ARE IN COMPLIANCE WITH NFPA 10 CODE --**

**Recommendations -**

**Comments -** Email or mail James inspection report please, thanks



# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666  
Tel: 508-349-7004, Extension: 10 or 24 Fax: 508-349-5505

## TAX STATUS REQUEST FOR LICENSING

Date 10/30/2020

Request is coming from the Selectmen's Office \_\_\_\_\_ Health Office

Owner's Name Wayne H Klekamp

Business Name ABC Camping

Residential Address 67 South Highland Rd

Map and Parcel 37-15

Please verify whether the Real Estate and Personal Property taxes to this property are up to date for the current fiscal year.

Molly Stevens  
Tax Collector's Signature

10/30/20  
Date

*All set through FY 2020.*

Number: 2021-089

Fee \$75.00

**Town of Truro Board of Health**  
**24 Town Hall Road, Truro, MA 02666**  
**Permit To Operate A Food Establishment**

In accordance with Regulations promulgated under authority of Chapter 111, Section 127A of the General Laws a Permit is hereby granted to:

**Eric Jansen, mgr., d/b/a Blackfish Restaurant**

Whose place of business is **17 Truro Center Rd**

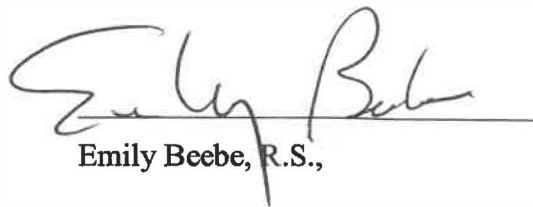
Type of business and any restrictions **Restaurant**

To operate a food establishment in **Truro, MA**

Permit Expires: **December 31, 2021**

Date Issued:

*April 14, 2021*



Emily Beebe, R.S.,

Agent for the Truro Board of Health



Number: 2021-089A

Fee \$50.00

**Town of Truro Board of Health**  
**24 Town Hall Road, Truro, MA 02666**  
**Permit To Operate As A Food Caterer**

In accordance with provisions of Chapter 111, Section 127A of the Massachusetts General Laws, Regulations established by the Massachusetts Department of Public Health (105 CMR 590.00) and the provisions of Chapter 111, Section 31 of the Massachusetts General Laws, Regulations established by the Truro Board of Health (Section X) a permit is hereby issued to:

**Eric Jansen**

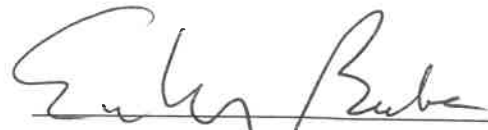
Whose place of business is: **Blackfish Restaurant**

Type of business and any restrictions **Food Caterer**

To operate a food establishment in **Truro**  
(City or Town)

Permit Expires: **December 31, 2021**

Date Issued: *April 14, 2021*



Emily Beebe, R.S.,

Agent for the Truro Board of Health

FSH# 2021-089

HEALTH DEPARTMENT  
TOWN OF TRURO

MAR 24 2021

RECEIVED BY:



**Town of Truro  
Board of Health**

24 Town Hall Road, P.O. Box 2030, Truro, MA 02666  
Tel: 508-349-7004, Extension: 131 Fax: 508-349-5508  
Email: ebeebe@truro-ma.gov or adavis@truro-ma.gov

CAT# 2021-089A

**APPLICATION FOR FOOD SERVICE - COMMON VICTUALER**

New  Renewal

**Section 1 - License Type**

Type of License:  Food Service  Common Victualer

**Type of Food Service Establishment:**

- Food Service (restaurant or take out)
- Retail Food (commercially prepared foods)
- Residential Kitchen
- Bed & Breakfast w/Continental Breakfast
- Catering
- Manufacturer of Ice Cream/Frozen Dessert
- Bakery

**Section 2 - Business/Owner/Manger Information**

Federal Employers Identification Number (FEIN/SS) [REDACTED]

Business Name: Blackfish Restaurant

Owner Name: Eric Jensen Email Address: [REDACTED]

Mailing Address: 1 PO Box 1207 Truro, MA 02666

Phone No: 508-349-3399 or cell [REDACTED]

Person Directly Responsible for Daily Operations: (Owner, Person In Charge, Supervisor, Manager)

Name: Eric Jensen Email Address: [REDACTED]

Mailing Address: PO Box 258 Truro, MA

Phone No: \_\_\_\_\_ 24 Hour Emergency: \_\_\_\_\_

**Section 3 - Business Operation Details**

Number of Seats: Inside: 73 Outside: \_\_\_\_\_ Number of Employees: 15

Length of Permit:  Annual  Seasonal Operation

Hours of Operation: 5pm To 10pm

Days Closed Excluding Holidays: \_\_\_\_\_

If Seasonal: Approximate Dates of Operation: 4/15/21 To 12/15/21

Certified Food Manager(s) (attach copy): (at least 1 full-time equivalent PER SHIFT required)

Kevin Madville

Allergen Awareness Certification (attach copy):

Kevin Madville

Has your menu changed from last year?  Yes  No

If yes please attach copy of menu or provide description of food to be prepared and sold:

**Section 4 - Attestation**

**Attestation**

I, the undersigned, attest to the accuracy of the information provided in this application and further agree to allow the regulatory authority access to the food service establishment as specified under § 8-402.11. I affirm that the food establishment operation will comply with 105 CMR 590.000, Truro Board of Health Regulation Section X, Food Service Regulations and all other applicable laws. Pursuant to MGL Ch. 62C § 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid state and local taxes required by law.

Signature of Applicant: \_\_\_\_\_



Date: \_\_\_\_\_

\*\*\*\*\*

**Application Checklist:**

- Food Service Permit Application
- Smoke Detector/Fire Protection Certification
- Workers Compensation Affidavit/Certificate of Insurance
- Copy of Inspection of Kitchen Equipment: Commercial Hood and Ventilation System Report
- Copy of Service report of mechanical washing equipment (Dishwasher)
- Copy of ServSafe Certification and Allergy Awareness
- Copy of Choke Saver (for food service establishment w/seating capacity of 25 or more)

**FOR HEALTH DEPARTMENT USE ONLY**

Comments: \_\_\_\_\_

Review by \_\_\_\_\_ Date \_\_\_\_\_



The Commonwealth of Massachusetts  
 Department of Industrial Accidents  
 1 Congress Street, Suite 100  
 Boston, MA 02114-2017  
 www.mass.gov/dia

Workers' Compensation Insurance Affidavit: General Businesses.  
 TO BE FILED WITH THE PERMITTING AUTHORITY.

**Applicant Information**

Please Print Legibly

Business/Organization Name: Blackfish Restaurant

Address: 17 Thero Cape Road

City/State/Zip: Thero, MA 02666 Phone #: 503-349-3399

<p><b>Are you an employer? Check the appropriate box:</b></p> <p>1. <input type="checkbox"/> I am an employer with _____ employees (full and/ or part-time).*</p> <p>2. <input type="checkbox"/> I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]</p> <p>3. <input type="checkbox"/> We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]**</p> <p>4. <input type="checkbox"/> We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]</p>	<p><b>Business Type (required):</b></p> <p>5. <input type="checkbox"/> Retail</p> <p>6. <input checked="" type="checkbox"/> Restaurant/Bar/Eating Establishment</p> <p>7. <input type="checkbox"/> Office and/or Sales (incl. real estate, auto, etc.)</p> <p>8. <input type="checkbox"/> Non-profit</p> <p>9. <input type="checkbox"/> Entertainment</p> <p>10. <input type="checkbox"/> Manufacturing</p> <p>11. <input type="checkbox"/> Health Care</p> <p>12. <input type="checkbox"/> Other _____</p>
--	---

\*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.  
 \*\*If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

*I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.*

Insurance Company Name: see attached

Insurer's Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Policy # or Self-ins. Lic. # \_\_\_\_\_ Expiration Date: \_\_\_\_\_

**Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).**

Failure to secure coverage as required under Section 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

*I do hereby certify, under the pains and penalties of perjury that the information provided above is true and correct.*

Signature: [Signature] Date: 3/22/2011

Phone #: 503-246-9995

**Official use only. Do not write in this area, to be completed by city or town official.**

City or Town: \_\_\_\_\_ Permit/License # \_\_\_\_\_

Issuing Authority (circle one):  
 1. Board of Health 2. Building Department 3. City/Town Clerk 4. Licensing Board 5. Selectmen's Office  
 6. Other \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone #: \_\_\_\_\_

# CERTIFICATE OF ALLERGEN AWARENESS TRAINING

Name of Recipient: KEVIN MANDEVILLE

Certificate Number: 4502250

Date of Completion: 5/12/2020

Date of Expiration: 5/12/2025



*The above-named person is hereby issued this certificate  
for completing an allergen awareness training program  
recognized by the Massachusetts Department of Public Health  
in accordance with 105 CMR 590.009(G)(3)(a).*

*This certificate will be valid for five (5) years from date of completion.*

Issued By:



Massachusetts Restaurant Association  
333 Turnpike Road, Suite 102  
Southborough, MA 01772  
508-303-9905  
[www.marestaurantassoc.org](http://www.marestaurantassoc.org)

  
NATIONAL  
RESTAURANT  
ASSOCIATION®  
800.765.2122  
[www.restaurant.org](http://www.restaurant.org)

**ServSafe**  
National Restaurant Association

# ServSafe® CERTIFICATION

## KEVIN MANDEVILLE

for successfully completing the standards set forth for the ServSafe® Food Protection Manager Certification Examination, which is accredited by the American National Standards Institute (ANSI) - Conference for Food Protection (CFP).

CERTIFICATION NUMBER

10749  
EXAM FORM NUMBER

3/18/2021  
DATE OF EXAMINATION  
Local laws apply. Check with your local health department for recertification requirements.

3/18/2026  
DATE OF EXPIRATION



#0655

*Sherrill Brown*  
Sherill Brown  
Executive Director  
National Restaurant Association Solutions



In accordance with ANSI  
Z39-18-2012

The ServSafe logo are trademarks of the NRAEF, National Restaurant Association® and the arc design.

Contact us with questions at 233 S. Wacker Drive, Suite 3600, Chicago, IL 60604-6383 or ServSafe@restaurant.org.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
03/22/2021

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> Automatic Data Processing Insurance Agency, Inc.		<b>CONTACT NAME:</b> Automatic Data Processing Insurance Agency, Inc.	
1 Adp Boulevard		<b>PHONE (A/C, No, Ext):</b> 1-800-524-7024	<b>FAX (A/C, No):</b>
Roseland NJ 07068		<b>E-MAIL ADDRESS:</b>	
<b>INSURED</b> PAMET RESTAURANT GROUP INC		<b>INSURER(S) AFFORDING COVERAGE</b>	
PO Box 1207		<b>INSURER A:</b> Hartford Insurance Company of the Midwest	<b>NAIC #</b> 37478
Truro MA 02666		<b>INSURER B:</b>	
		<b>INSURER C:</b>	
		<b>INSURER D:</b>	
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	

**COVERAGES**      **CERTIFICATE NUMBER: 1895818**      **REVISION NUMBER:**

**THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.**

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COM/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A		06/27/2020    06/27/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>
Town Of Truro Townhall Road  Truro MA 02666	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  <b>AUTHORIZED REPRESENTATIVE</b> 



# TOWN OF TRURO

MAR 24 2021

RECEIVED BY:

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004, Extension: 110 or 124 Fax: 508-349-5505

## TAX STATUS REQUEST FOR LICENSING

Date 3/24/2021

Request is coming from the Select Board's Office

Owner's Name ERIC JENSEN

Business Name Blackfish Restaurant

Business Address 17 TRURO CTR. Rd.

Map and Parcel 50-139

Please verify whether the Real Estate and Personal Property taxes to this property are up to date for the current fiscal year.

ok-j

Susan G. Joseph  
Tax Collector's Signature

March 24<sup>th</sup> 2021  
Date





**FIRE EQUIPMENT**  
I N C O R P O R A T E D

Protecting New England. Because so much is at stake.

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# Kitchen Suppression System Inspection Certificate

*For*

Blackfish Restaurant  
17 Truro Center Road  
Truro, MA 02666

Tested to NFPA Standards

*This Inspection was performed in accordance with NFPA 17 or 17A Standards. The subsequent pages of this report provide performance measurements, listed ranges of acceptable results, and complete documentation of the inspection. Whenever discrepancies exist between acceptable performance standards and actual test results, notes and/or recommended solutions have been proposed or provided for immediate review and approval.*

*Inspection Date:*  
4/2/2021

*Inspector Name:* Mike Holubesko  
*Title:* Service Technician



# FIRE EQUIPMENT INCORPORATED

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## Kitchen Suppression System Inspection Certificate

Property: Blackfish Restaurant	Street: 17 Truro Center Road	City/State/Zip: Truro, MA 02666
Frequency: Annual	Inspector Name: Mike Holubesko	Date: 4/2/2021
Installed Product: <b>K 00077910</b>	Product: Kitchen Suppression System	Equipment Location: Kitchen

System in service before conducting tasks	Yes
Pertinent parties notified before conducting tasks	Yes
<b>Appliances Left to Right:</b>	<b>Gr char, 16 burn, griddle, fry, fry</b>
Type of special agent extinguishing system: Wet chemical Dry chemical Prior to performing the required maintenance steps, verify that the system protection is designed and installed correctly for the existing appliance and ventilation system configuration. If not, note deficiencies.	Wet Chemical
Were building alterations/renovations made since last inspection?	No
Is system connected to building fire alarm?	Yes
<b>Automatic Shutdown</b>	
What is fuel source? Electricity Gas or Both	Both
<b>Nozzles</b>	
Are caps in place?	Yes
Quantity of Nozzle Caps Changed	
Quantity of Nozzle Seals Changed	
Are nozzles properly oriented to protect hazard?	Yes
Are there signs of damage or clogging?	No
<b>Manual Releases</b>	
Are manual releases clear and unobstructed?	Yes
<b>System Cylinders and Mechanical Controls</b>	
Are system pressure gauges in proper operating range?	Yes
Tanks mounted and secured?	Yes
All visible piping & conduit properly supported and in good condition?	Yes
Proper pipe schedule and fitting weight(s) for hazard design?	Yes
Flexible discharge hoses? Date:            Part#:            Size:    :	No
<b>Portable Fire Extinguishers</b>	
Are fire extinguishers provided?	No
<b>Mechanical Detection Line</b>	
Function tested	Yes
Quantity of 165° F Links Changed	
Quantity of 212° F Links Changed	



# FIRE EQUIPMENT INCORPORATED

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Quantity of 280° F Links Changed	
Quantity of 360° F Links Changed	5
Quantity of 450° F Links Changed	3
Quantity of 500° F Links Changed	
<b>Interlocks</b>	
Fuel shutoff	Yes
<b>CERTIFICATE OF INSPECTION</b>	
System tagged and left in service	Yes
Pertinent parties notified after conclusion of tasks	Yes
<b>System returned to service</b>	Yes
<b>COMMENTS:</b>	
<b>6-Year Maintenance Test</b> Are 6-year tests recorded?	No
<b>12-Year Tests</b> Are 12-year tests recorded?	



# FIRE EQUIPMENT I N C O R P O R A T E D

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MEDFORD · AGAWAM · HYANNIS · SMITHFIELD · MANCHESTER

## FIRE SUPPRESSION CYLINDER RECORD

<b>Kitchen Manufacturer</b>	<b>Model</b>	<b>Hydro</b>	<b>Number of Tanks</b>	<b>Location</b>



# FIRE EQUIPMENT INCORPORATED

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**TOTAL # OF EXTINGUISHERS – 4**

**# EXTINGUISHERS DUE SERVICE NEXT YEAR –**

**New Equipment -**

DRY CHEM 2.5 ABC		DRY CHEM 5 ABC		DRY CHEM 10 ABC		DRY CHEM 20 ABC	
DRY CHEM 10 BC		DRY CHEM 20 BC		DRY CHEM 10 PK		DRY CHEM 20 PK	
CO2 5lb		CO2 10lb		CO2 15.5lb		CO2 20lb	
Pressurized Water		K Class		Halotron 2.5lb		Halotron 5lb	
Halotron 11lb		Halotron 15lb		Emergency Lights		Exit Lights	
Other							

**Inspection/Recertification –**

DryChem	3	KClass	1	Pressurized Water		Halotron	
CO2		Conductivity Test		Wheeled Unit		Emergency Light	
Exit Light		Other Insp					

**Recharges –**

Dry Chem 2 1/2 lb		Dry Chem 5 lb		Dry Chem 10lb	1	Dry Chem 20lb	
CO2 5 lb		CO2 10 lb		CO2 15 lb		CO2 20 lb	
Pressurized Water		K Class .61		2,5G		Halotron 2.5 lb	
Halotron 5 lb		Halotron 11 lb		Halotron 15.5 Lb		Conductivity Tests	

**Service –**

6 YR Maintenance Halotron		Hydrotest Dry Chem	
6 YR Maintenance Other	1	Hydrotest Other	

**Parts –**

Service Collar	1	ORing	1	Check Stem		Pull Pin	
Vehicle Bracket		Heavy Duty Bracket		Batteries		Battery Disposal	
Wall Hook		M1 - 5lb		M2 -10lb		20lb	
Bulbs		Replacement Cover		Gauge		FEC Cover	
Other Parts		DOT		OSHA		PWM 90	
BL Series Vinyl		Type					



# FIRE EQUIPMENT INCORPORATED

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MEDFORD · AGAWAM · HYANNIS · SMITHFIELD · MANCHESTER

RP Series Plastic		Types					
-------------------	--	-------	--	--	--	--	--

**FIRE EXTINGUISHERS ARE IN COMPLIANCE WITH NFPA 10 CODE –**

**Recommendations -**

**Comments -**

Eric

**Signature:**

**Date:**

Apr 02, 2021



**Town of Truro  
Board of Health**

24 Town Hall Road, P.O. Box 2030, Truro, MA 02666  
Tel: 508-349-7004, Extension: 131 Fax: 508-349-5508  
Email: [ebeebe@truro-ma.gov](mailto:ebeebe@truro-ma.gov) or [adavis@truro-ma.gov](mailto:adavis@truro-ma.gov)

**APPLICATION FOR FOOD SERVICE – COMMON VICTUALER**

New  Renewal

**Section 1 – License Type**

Type of License:  Food Service  Common Victualer

RCVD 2020DEC3 PM 1:06  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO

**Type of Food Service Establishment:**

- Food Service (restaurant or take out)
- Retail Food (commercially prepared foods)
- Residential Kitchen
- Bed & Breakfast w/Continental Breakfast
- Catering
- Manufacturer of Ice Cream/Frozen Dessert
- Bakery

**Section 2 – Business/Owner/Manger Information**

Federal Employers Identification Number (FEIN/SS) [REDACTED]

Business Name: S Foster dba TERRA LUNA

Owner Name: A. PASQUALE Email Address: [REDACTED]

Mailing Address: PO BOX 666, N. TRURO, MA 02652

Phone No: 508 487 1019

Person Directly Responsible for Daily Operations: (Owner, Person In Charge, Supervisor, Manager) 1

Name: A. PASQUALE Email Address: [REDACTED]

Mailing Address: PO BOX 666 N. TRURO, MA 02652

Phone No: [REDACTED] 4 Hour Emergency:           

**Section 3 – Business Operation Details**

Number of Seats: Inside: 69 Outside:            Number of Employees: 11

Length of Permit:  Annual  Seasonal Operation

Hours of Operation: 5 pm To 10 pm

Days Closed Excluding Holidays:           

If Seasonal: Approximate Dates of Operation: 5, 15, 21 To 10, 15, 21

Certified Food Manager(s) (attach copy): (at least 1 full-time equivalent PER SHIFT required)

ANTHONY PASQUACE DAN BUDDINGTON GINGER LUND

Allergen Awareness Certification (attach copy):

APASQUACE D. BUDDINGTON GINGER LUND

Has your menu changed from last year?  Yes  No

If yes please attach copy of menu or provide description of food to be prepared and sold:

**Section 4 - Attestation**

**Attestation**

I, the undersigned, attest to the accuracy of the information provided in this application and further agree to allow the regulatory authority access to the food service establishment as specified under § 8-402.11. I affirm that the food establishment operation will comply with 105 CMR 590.000, Truro Board of Health Regulation Section X, Food Service Regulations and all other applicable laws. Pursuant to MGL Ch. 62C § 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid state and local taxes required by law.

Signature of Applicant:

Date:

12/3/20

\*\*\*\*\*

**Application Checklist:**

- Food Service Permit Application
- Smoke Detector/Fire Protection Certification
- Workers Compensation Affidavit/Certificate of Insurance
- Copy of Inspection of Kitchen Equipment: Commercial Hood and Ventilation System Report
- Copy of Service report of mechanical washing equipment (Dishwasher)
- Copy of ServSafe Certification and Allergy Awareness
- Copy of Choke Saver (for food service establishment w/seating capacity of 25 or more)

<b>FOR HEALTH DEPARTMENT USE ONLY</b>	
Comments: _____	
Review by _____	Date _____



The Commonwealth of Massachusetts  
Department of Industrial Accidents  
1 Congress Street, Suite 100  
Boston, MA 02114-2017

HEALTH DEPARTMENT  
TOWN OF TAURO

DEC 04 2020

RECEIVED BY

www.mass.gov/dia

Workers' Compensation Insurance Affidavit: General Businesses.  
TO BE FILED WITH THE PERMITTING AUTHORITY.

**Applicant Information**

Please Print Legibly

Business/Organization Name: STO STEF inc. dba TERRA LUNA

Address: 104 Shore Rd

City/State/Zip: N. TAURO MA 02652 Phone #: 508 487 1019

<p><b>Are you an employer? Check the appropriate box:</b></p> <p>1. <input checked="" type="checkbox"/> I am an employer with <u>11</u> employees (full and/or part-time).*</p> <p>2. <input type="checkbox"/> I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]</p> <p>3. <input type="checkbox"/> We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]*</p> <p>4. <input type="checkbox"/> We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]</p>	<p><b>Business Type (required):</b></p> <p>5. <input type="checkbox"/> Retail</p> <p>6. <input checked="" type="checkbox"/> Restaurant/Bar/Eating Establishment</p> <p>7. <input type="checkbox"/> Office and/or Sales (incl. real estate, auto, etc.)</p> <p>8. <input type="checkbox"/> Non-profit</p> <p>9. <input type="checkbox"/> Entertainment</p> <p>10. <input type="checkbox"/> Manufacturing</p> <p>11. <input type="checkbox"/> Health Care</p> <p>12. <input type="checkbox"/> Other _____</p>
---	---

\*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.  
\*\*If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.

Insurance Company Name: KERRY INSURANCE AGENCY, INC.

Insurer's Address: PO BOX 1945

City/State/Zip: N. EASTHAM MA 02661

Policy # or Self-ins. Lic. # \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).

Failure to secure coverage as required under Section 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

I do hereby certify, under the pains and penalties of perjury that the information provided above is true and correct.

Signature: [Signature] Date: 4/20/21

Phone #: 508 737 2262

**Official use only. Do not write in this area, to be completed by city or town official.**

City or Town: \_\_\_\_\_ Permit/License # \_\_\_\_\_

Issuing Authority (circle one):  
1. Board of Health 2. Building Department 3. City/Town Clerk 4. Licensing Board 5. Selectmen's Office  
6. Other \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone #: \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Kerry Insurance Agency Inc. P. O. Box 1945 N. Eastham, MA 02651 W. Scott Kerry 508-255-8000	<b>CONTACT NAME:</b> W. Scott Kerry <b>PHONE (A/C, No, Ext):</b> 508-255-8000 <b>E-MAIL ADDRESS:</b> kerry@c4.net	<b>FAX (A/C No):</b> 508-240-1860
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Terra Luna Stostef Inc dba P O Box 666 N Truro, MA 02652	<b>INSURER A:</b> Capitol Specialty Ins Corp	
	<b>INSURER B:</b> Associated Employers Insurance	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>Liquor</b> GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		C52100196101	03/19/2021	03/19/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Per accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED      RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	WCC50050246702021A	03/19/2021	03/19/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,00 E.L. DISEASE - EA EMPLOYEE \$ 100,00 E.L. DISEASE - POLICY LIMIT \$ 500,00

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Restaurant, Liquor Liability

<b>CERTIFICATE HOLDER</b>  TOWN-13  Town Of Truro P.O. Box 2030 Truro, MA 02666	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE W. Scott Kerry
---	--



**TRURO FIRE RESCUE**  
Truro Public Safety Facility  
344 Route 6 Truro, MA 02666

**FIRE PROTECTION SYSTEMS  
ANNUAL TEST REPORT**

BUSINESS NAME: STOSTEF inc dba TERRA LUNA

OWNER/MANAGER: ANTHONY PASQUALE

ADDRESS: 104 Shore Rd, N. TRURO 02652

PHONE #: 508 487 1019 NUMBER OF UNITS: 1

CONTACT PERSON: ANTHONY PASQUALE

ADDRESS: PO BOX 666 N. TRURO 02652

TESTING COMPANY: RALPH J. PERRY, inc

TESTING ELECTRICIAN/TECHNICIAN: MIKE

COMPANY PHONE #: 508 775 FIRE HOME PHONE #: \_\_\_\_\_

LICENSE #: 5342

The fire protection system (s) including, but not limited to, (Sprinkler Systems) (Range Hood Systems) (Fire Extinguishers) (Type I II III Fire Alarm Systems) (C.O. Detectors) at the above mentioned business address, were tested, (CERTIFIED) the add parts of the systems, were found to be, or corrected to be, fully operational.

COMMENTS: \_\_\_\_\_

DATE OF CERTIFICATION: \_\_\_\_\_ BY: \_\_\_\_\_

Signature of Licensed Electrician

**THIS REPORT MUST BE FILLED OUT AND SUBMITTED, PRIOR TO THE ISSUANCE OF, OR RENEWAL OF A LICENSE TO OPERATE WITHIN THE TOWN OF TRURO.**



# FIRE EQUIPMENT INCORPORATED

Protecting New England. Because so much is at stake.

MEDFORD · AGAWAM · HYANNIS · SMITHFIELD · MANCHESTER

## Wet or Dry Chemical Suppression System Inspection Certificate

*For*

RCVD 2021 MAR 05 AM 11:25  
ADMINISTRATIVE OFFICE  
TOWN OF TRURO

Terra Luna  
104 Shore Road  
North Truro, MA 02666

Tested to NFPA Standards

*This Inspection was performed in accordance with NFPA 17 or 17A Standards. The subsequent pages of this report provide performance measurements, listed ranges of acceptable results, and complete documentation of the inspection. Whenever discrepancies exist between acceptable performance standards and actual test results, notes and/or recommended solutions have been proposed or provided for immediate review and approval.*

*Inspection Date:*  
03/04/2021

Inspector Name: Mike Holubesko  
Title: Service Technician



# FIRE EQUIPMENT I N C O R P O R A T E D

Protecting New England. Because so much is at stake.

MEDFORD · AGAWAM · HYANNIS · SMITHFIELD · MANCHESTER

## Report of Inspection, Testing & Maintenance of Wet or Dry Chemical Suppression Systems

(Weekly inspection tasks are NOT included in this report)

Inspecting Firm: Fire Equipment Inc.	Inspection Contract#: Terra Luna - Child - Annual - 426K - Kitchen Inspection	
Property Name: Terra Luna	Street: 104 Shore Road	City/State/Zip: North Truro, MA 02666
Inspection Frequency: Annual	Inspector Name: Mike Holubesko	Date: 03/04/2021
Installed Product: <u>K 00076442</u>	Product Name: Kitchen Suppression System	Equipment Location: Kitchen

System in service before conducting tasks	Yes
Pertinent parties notified before conducting tasks	Yes
Type of special agent extinguishing system: Wet chemical Dry chemical Prior to performing the required maintenance steps, verify that the system protection is designed and installed correctly for the existing appliance and ventilation system configuration. If not, note deficiencies.	Wet Chemical
Were building alterations/renovations made since last inspection?	No
Is system connected to building fire alarm?	No
<b>Automatic Shutdown</b>	
What is fuel source? Electricity Gas or Both	Gas
Make-up Air Shutdown	
<b>Nozzles</b>	
Are caps in place?	Yes
Are nozzles properly oriented to protect hazard?	Yes
Are there signs of damage or clogging?	No
<b>Manual Releases</b>	
Are manual releases clear and unobstructed?	Yes
<b>System Cylinders and Mechanical Controls</b>	
Are system pressure gauges in proper operating range?	Yes
Tanks mounted and secured?	Yes
All visible piping & conduit properly supported and in good condition?	Yes
Proper pipe schedule and fitting weight(s) for hazard design?	Yes
Flexible discharge hoses? Date:                      Part#:                      Size:                      :	No
<b>Portable Fire Extinguishers</b>	
Are fire extinguishers provided?	Yes
<b>Mechanical Detection Line</b>	
Function tested	Yes
Quantity of Links changed	



# FIRE EQUIPMENT INCORPORATED

Protecting New England. Because so much is at stake.

MEDFORD · AGAWAM · HYANNIS · SMITHFIELD · MANCHESTER

Temperature:	
<b>Electric Detection</b>	
Control panel tests	N/A
Battery load test performed? Pass Fail	N/A
Battery date:	
Restorable heat detector(s) tested	N/A
<b>Interlocks</b>	
Process interlock	N/A
Fuel shutoff	Yes
<b>CERTIFICATE OF INSPECTION</b>	
System tagged and left in service	Yes
Pertinent parties notified after conclusion of tasks	Yes
<b>Alarm Panel Clear</b>	N/A
System returned to service	Yes
<b>Appliances Left to Right:</b>	10 burn, 4 burn, gr char
<b>COMMENTS:</b>	
<b>6-Year Maintenance Test</b> Are 6-year tests recorded?	No
<b>12-Year Tests</b> Are 12-year tests recorded?	No



# FIRE EQUIPMENT INCORPORATED

Protecting New England. Because so much is at stake.

MEDFORD · AGAWAM · HYANNIS · SMITHFIELD · MANCHESTER

## FIRE SUPPRESSION CYLINDER RECORD

Serial No.	Gross	PSI	Hydro	Agent Type	Location

# CERTIFICATION OF STANDARDS

This is to certify that **Borges Cleaning Pro** cleaned and serviced the exhaust system of:

Terra-Luna Restaurant - 104 Shore Rd

LOCATED AT:

N. Truro, MA. 02652.

CITY OR TOWN OF

All work was performed in accordance to standards set forth by the National Fire Prevention Association and the State Fire Marshal's Office.

10-17-2020

EXPIRES ON:

Tony Borges

TONY BORGES





Tony Pasquale attended a one hour training in "Anti-Choking Procedures for Food Establishments" as required by the Massachusetts Department of Public Health 105 CMK590.009. Included with this training was "Hands Only CPR" for adults and children. This training was conducted by the Cape Cod Medical Reserve Corps American Heart Association certified trained instructors.

This certificate is good for **two years** from the date of issuance.

Diana Gaumont  
Diana R. Gaumont, RN, BSN, MPH  
Director Cape Cod Medical Reserve Corps  
Date: January 17, 2019

# CERTIFICATE OF ALLERGEN AWARENESS TRAINING

Name of Recipient: ANTHONY PASQUALE  
Certificate Number: 2844918  
Date of Completion: 4/2/2017  
Date of Expiration: 4/2/2022



*The above-named person is hereby issued this certificate for completing an allergen awareness training program recognized by the Massachusetts Department of Public Health in accordance with 105 CMR 590.009(G)(3)(a).  
This certificate will be valid for five (5) years from date of completion.*

  
Massachusetts Restaurant Association  
333 Turnpike Road, Suite 102  
Southborough, MA 01772  
508-303-9905  
[www.massrestaurantassoc.org](http://www.massrestaurantassoc.org)

Issued By:

  
NATIONAL RESTAURANT ASSOCIATION  
800.765.2122  
[www.restaurant.org](http://www.restaurant.org)

ServSafe

# ServSafe® CERTIFICATION

**ANTHONY PASQUALE**

for successfully completing the standards set forth for the ServSafe® Food Protection Manager Certification Examination, which is accredited by the American National Standards Institute (ANSI) - Conference for Food Protection (CFP).

13629612

NUMBER

5155

EXAM FORM NUMBER

5/11/2021

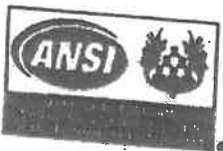
DATE OF EXPIRATION

Local laws apply. Check with your local health department for recertification requirements.

5/11/2021

DATE OF EXPIRATION

Local laws apply. Check with your local health department for recertification requirements.



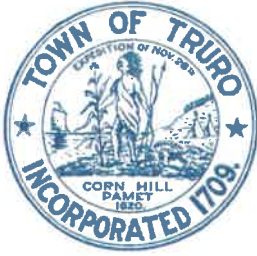
#0855

In accordance with Maritime Labor Convention  
©2015 National Restaurant Association  
National Restaurant Association

ANSI and ServSafe logos are trademarks of the NRAEF.



Contact us with questions at 175 W Jackson Blvd, Ste 1500, Chicago, IL 60604 or [ServSafe@nraef.org](mailto:ServSafe@nraef.org)



# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004, Extension: 10 or 24 Fax: 508-349-5505

## TAX STATUS REQUEST FOR LICENSING

Date 11/10/2020

Request is coming from the Selectmen's Office  Health Office

Owner's Name Anthony Pasquale

Business Name TERRA LUNA

Residential Address 104 Shore Rd.

Map and Parcel 35/08

Please verify whether the Real Estate and Personal Property taxes to this property are up to date for the current fiscal year. *All set through FY 20.*

Molly Stevens  
Tax Collector's Signature

11/13/2020  
Date

FS# 2021-086

ADMINISTRATIVE OFFICE  
REC'D 2021 MAR 15 PM 1:44  
TOWN OF TRURO



**Town of Truro  
Board of Health**

24 Town Hall Road, P.O. Box 2030, Truro, MA 02666  
Tel: 508-349-7004, Extension: 131 Fax: 508-349-5508  
Email: ebeebe@truro-ma.gov or adavis@truro-ma.gov

HEALTH DEPARTMENT  
TOWN OF TRURO

MAR 15 2021

**APPLICATION FOR FOOD SERVICE – COMMON VICTUALER** RECEIVED BY: \_\_\_\_\_

New  Renewal

**Section 1 – License Type**

Type of License:  Food Service  Common Victualer

**Type of Food Service Establishment:**

- Food Service (restaurant or take out)
- Retail Food (commercially prepared foods)
- Residential Kitchen
- Bed & Breakfast w/Continental Breakfast
- Catering
- Manufacturer of Ice Cream/Frozen Dessert
- Bakery

**Section 2 – Business/Owner/Manger Information**

Federal Employers Identification Number (FEIN/SS) [REDACTED]

Business Name: Johnson Golf Management Inc.

Owner Name: Kelly Laramee Email Address: [REDACTED]

Mailing Address: PO Box 1659 Harwich MA 02645

Phone No: 774 408 7661

Person Directly Responsible for Daily Operations: (Owner, Person In Charge, Supervisor, Manager)

Name: Jason Laramee Email Address: [REDACTED]

Mailing Address: 22 Daluzo Dr Harwich MA 02645

Phone No [REDACTED] 24 Hour Emergency: \_\_\_\_\_

**Section 3 – Business Operation Details**

Number of Seats: Inside: 12 Outside: 18 Number of Employees: 2-4

Length of Permit:  Annual  Seasonal Operation

Hours of Operation: 6:00am To 6:00pm

Days Closed Excluding Holidays: open 7

If Seasonal: Approximate Dates of Operation: 4/1/21 To 11/30/21

Certified Food Manager(s) (attach copy): (at least 1 full-time equivalent PER SHIFT required)

Jason Laramee

Allergen Awareness Certification (attach copy):

Jason Laramee

Has your menu changed from last year?  Yes  No

If yes please attach copy of menu or provide description of food to be prepared and sold:

**Section 4 - Attestation**

**Attestation**

I, the undersigned, attest to the accuracy of the information provided in this application and further agree to allow the regulatory authority access to the food service establishment as specified under § 8-402.11. I affirm that the food establishment operation will comply with 105 CMR 590.000, Truro Board of Health Regulation Section X, Food Service Regulations and all other applicable laws. Pursuant to MGL Ch. 62C § 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid state and local taxes required by law.

Signature of Applicant:

Kelley J L

Date:

3/9/21

\*\*\*\*\*

**Application Checklist:**

- Food Service Permit Application
- Smoke Detector/Fire Protection Certification
- Workers Compensation Affidavit/Certificate of Insurance
- Copy of Inspection of Kitchen Equipment: Commercial Hood and Ventilation System Report
- Copy of Service report of mechanical washing equipment (Dishwasher)
- Copy of ServSafe Certification and Allergy Awareness
- Copy of Choke Saver (for food service establishment w/seating capacity of 25 or more)

**FOR HEALTH DEPARTMENT USE ONLY**

Comments: \_\_\_\_\_

Review by \_\_\_\_\_

Date \_\_\_\_\_

**ServSafe**  
National Restaurant Association

# ServSafe® CERTIFICATION

## JASON LARAMEE

for successfully completing the standards set forth for the ServSafe® Food Protection Manager Certification Examination, which is accredited by the American National Standards Institute (ANSI)-Conference for Food Protection (CFP).

17577470

CERTIFICATE NUMBER

5418

EXAM FORM NUMBER

3/11/2019

DATE OF EXAMINATION

3/11/2024

DATE OF EXPIRATION

Local laws apply. Check with your local regulatory agency for recertification requirements.



#0655

Sherman Brown  
Executive Vice President, National Restaurant Association Solutions



In accordance with American Labour Convention 2006: Resolution ADM-N 008-2013 (Regulation 3.2, Standard A1.3).

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This document cannot be reproduced or altered.  
(711081)

v.1211

Contact us with questions at 233 S. Wacker Drive, Suite 3600, Chicago, IL 60606-6383 or ServSafe@restaurant.org.

# CERTIFICATE OF ALLERGEN AWARENESS TRAINING

Name of Recipient: JASON LARAMEE

Certificate Number: 3814561

Date of Completion: 3/15/2019

Date of Expiration: 3/15/2024



*The above-named person is hereby issued this certificate  
for completing an allergen awareness training program  
recognized by the Massachusetts Department of Public Health  
in accordance with 105 CMR 590.009(G)(3)(a).*

*This certificate will be valid for five (5) years from date of completion.*

Issued By:



Massachusetts Restaurant Association  
333 Turnpike Road, Suite 102  
Southborough, MA 01772  
508-303-9905  
[www.marestaurantassoc.org](http://www.marestaurantassoc.org)

  
NATIONAL  
RESTAURANT  
ASSOCIATION®  
800.765.2122  
[www.restaurant.org](http://www.restaurant.org)



# Certificate

OF COMPLETION

IN RECOGNITION OF SUCCESSFUL COMPLETION IN:  
**Standard - CPR / AED**  
(Adult / Child / Infant)  
Automated External Defibrillator (AED)

THIS CERTIFICATE IS PROUDLY PRESENTED TO:

**Jason Laramie**

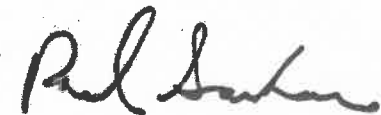
The above mentioned Student is now certified in the above mentioned course by demonstrating proficiency in the subject by passing the examination in accordance with the Terms & Conditions of National CPR Foundation - Valid for 2 years. Course administered in accordance with the **2015** ECC/ILCOR and AHA® guidelines. ID#: **A114CE**



COURSE PROVIDED BY:  
**National CPR Foundation**

Completion: **April 19, 2019**  
Instructor: **Paul J. Scruton**

Signature:



# Certificate

OF COMPLETION

IN RECOGNITION OF SUCCESSFUL COMPLETION IN:  
**Healthcare - CPR / AED**  
(Adult / Child / Infant / Choking)  
Automated External Defibrillator (AED)

THIS CERTIFICATE IS PROUDLY PRESENTED TO:

**Jason Laramee**

The above mentioned Student is now certified in the above mentioned course by demonstrating proficiency in the subject by passing the examination in accordance with the Terms & Conditions of National CPR Foundation - Valid for 2 years. Course administered in accordance with the **2015** ECC/ILCOR and AHA® guidelines. ID#: **A2DB4**



COURSE PROVIDED BY:  
**National CPR Foundation**

Completion: **April 19, 2019**  
Instructor: **Paul J. Scruton**

Signature: *Paul Scruton*

# Certificate of Completion

This Certificate of Completion of  
**eTIPS On Premise 3.0**  
For coursework completed on January 30, 2020  
provided by Health Communications, Inc.  
is hereby granted to:

**Jason Laramee**

Certification to be sent to:

**Johnson Golf Management, Inc.  
PO Box 1659  
Harwich MA, 02645-6659 USA**



HEALTH

INC

This document is not proof of eTIPS certification. It merely states that you have completed the course. Your certification document will be forwarded to you.



**TRURO FIRE RESCUE**  
Truro Public Safety Facility  
344 Route 6 Truro, MA 02666


**FIRE PROTECTION SYSTEMS  
ANNUAL TEST REPORT**

BUSINESS NAME: Highland Golf Links / Johnson Golf  
OWNER/MANAGER: Johnson Golf Management / Jason Laramée  
ADDRESS: 10 Highland Light rd  
PHONE #: 617-335-5618 NUMBER OF UNITS: \_\_\_\_\_  
CONTACT PERSON: Jason Laramée  
ADDRESS: PO Box 1659 Harwich, MA 02645

TESTING COMPANY: FIRE EQUIPMENT INC  
TESTING ELECTRICIAN/TECHNICIAN: MIKE HOLUBESKO  
COMPANY PHONE #: 775-3473 HOME PHONE #: 774 487 7867  
LICENSE #: 5342

The fire protection system (s) including, but not limited to, (~~Sprinkler Systems~~) (~~Range Hood Systems~~) (Fire Extinguishers) (~~Type I II III Fire Alarm Systems~~) (~~C.O. Detectors~~) at the above mentioned business address, were tested, (**CERTIFIED**) the add parts of the systems, were found to be, or corrected to be, fully operational.

COMMENTS: IN COMPLIANCE

DATE OF CERTIFICATION: 3/17/21 BY:   
Signature of Licensed Electrician

**THIS REPORT MUST BE FILLED OUT AND SUBMITTED, PRIOR TO THE ISSUANCE OF, OR RENEWAL OF A LICENSE TO OPERATE WITHIN THE TOWN OF TRURO.**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/02/21

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Chisholm Insurance Agency, Inc PO Box 399 Wayland, MA 01778	<b>CONTACT NAME:</b> Ben Chisholm <b>PHONE (A/C No. Ext):</b> 508-358-6111 <b>E-MAIL ADDRESS:</b> <b>FAX (A/C. No):</b> 508-358-5324																				
	<table border="1"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A :</td> <td>*Arbella Protection</td> <td></td> </tr> <tr> <td>INSURER B :</td> <td>Guard Insurance Group</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A :	*Arbella Protection		INSURER B :	Guard Insurance Group		INSURER C :			INSURER D :			INSURER E :			INSURER F :	
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INSURER D :																					
INSURER E :																					
INSURER F :																					
<b>INSURED</b> Johnson Golf Management PO Box 1659 Harwich, MA 02645																					

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		X	[REDACTED]	01/01/21	01/01/22	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 50,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		X	[REDACTED]	01/01/21	01/01/22	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		X	[REDACTED]	01/01/21	01/01/22	EACH OCCURRENCE	\$ 2,000,000
							AGGREGATE	\$ 2,000,000
								\$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	[REDACTED]	01/10/21	01/10/22	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	
							E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
A	<b>Liquor Liability</b>		X	[REDACTED]	01/01/21	01/01/22	Occurrence	1,000,000
							Aggregate	2,000,000
							Occurrence	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 104, Additional Remarks Schedule, may be attached if more space is required)

Re: Highland Links Golf Course, 10 Highland Light Road, Truro, MA

**CERTIFICATE HOLDER****CANCELLATION**

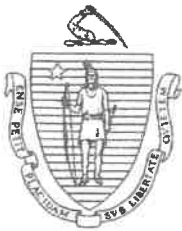
Town of Truro  
 PO Box 2030  
 Truro, MA 02666

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Thomas B. Chisholm

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The Commonwealth of Massachusetts  
 Department of Industrial Accidents  
 1 Congress Street, Suite 100  
 Boston, MA 02114-2017  
 www.mass.gov/dia

Workers' Compensation Insurance Affidavit: General Businesses.  
 TO BE FILED WITH THE PERMITTING AUTHORITY.

**Applicant Information**

Please Print Legibly

Business/Organization Name: Johnson Golf Management, Inc.  
 Address: PO Box 1659  
 City/State/Zip: Harmich MA 02645 Phone #: 774 408 7661

<p><b>Are you an employer? Check the appropriate box:</b></p> <p>1. <input checked="" type="checkbox"/> I am an employer with <u>90</u> employees (full and/or part-time).*</p> <p>2. <input type="checkbox"/> I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]</p> <p>3. <input type="checkbox"/> We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]**</p> <p>4. <input type="checkbox"/> We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]</p>	<p><b>Business Type (required):</b></p> <p>5. <input checked="" type="checkbox"/> Retail</p> <p>6. <input type="checkbox"/> Restaurant/Bar/Eating Establishment</p> <p>7. <input type="checkbox"/> Office and/or Sales (incl. real estate, auto, etc.)</p> <p>8. <input type="checkbox"/> Non-profit</p> <p>9. <input type="checkbox"/> Entertainment</p> <p>10. <input type="checkbox"/> Manufacturing</p> <p>11. <input type="checkbox"/> Health Care</p> <p>12. <input checked="" type="checkbox"/> Other <u>golf course</u></p>
--	---

\*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.  
 \*\*If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

**I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.**

Insurance Company Name: Berkshire Hathaway Guard  
 Insurer's Address: Chisholm Insurance Agency  
 City/State/Zip: PO Box 399 Wayland, MA 01778  
 Policy # or Self-ins. Lic. #: [REDACTED] Expiration Date: 1/10/2022

**Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).**  
 Failure to secure coverage as required under Section 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

**I do hereby certify, under the pains and penalties of perjury that the information provided above is true and correct.**

Signature: [Signature] Date: 3/9/21  
 Phone #: [REDACTED]

**Official use only. Do not write in this area, to be completed by city or town official.**

City or Town: \_\_\_\_\_ Permit/License # \_\_\_\_\_

Issuing Authority (circle one):  
 1. Board of Health 2. Building Department 3. City/Town Clerk 4. Licensing Board 5. Selectmen's Office  
 6. Other \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone #: \_\_\_\_\_



TRURO FIRE RESCUE  
Truro Public Safety Facility  
344 Route 6 Truro, MA 02666

HEALTH DEPARTMENT  
TOWN OF TRURO

APR 23 2021

RECEIVED BY:

FIRE PROTECTION SYSTEMS  
ANNUAL TEST REPORT

BUSINESS NAME: Highland Golf Links / Johnson Golf  
OWNER/MANAGER: Johnson Golf Management / Jason Laramee  
ADDRESS: 10 Highland Light rd  
PHONE #: 617-335-5618 NUMBER OF UNITS: \_\_\_\_\_  
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TESTING ELECTRICIAN/TECHNICIAN: MIKE HOLUBESKO

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The fire protection system (s) including, but not limited to, (~~Sprinkler Systems~~) (~~Range Hood Systems~~) (Fire Extinguishers) (~~Type I-II-III Fire Alarm Systems~~) (~~C.O. Detectors~~) at the above mentioned business address, were tested, (CERTIFIED) the add parts of the systems, were found to be, or corrected to be, fully operational.

COMMENTS: IN COMPLIANCE

DATE OF CERTIFICATION: 3/17/21

BY: m

Signature of Licensed Electrician

THIS REPORT MUST BE FILLED OUT AND SUBMITTED, PRIOR TO THE ISSUANCE OF, OR RENEWAL OF A LICENSE TO OPERATE WITHIN THE TOWN OF TRURO.



# TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666  
Tel: 508-349-7004, Extension: 10 or 24 Fax: 508-349-5505

## TAX STATUS REQUEST FOR LICENSING

Date 3/15/2021

Request is coming from the Selectmen's Office \_\_\_\_\_ Health Office X

Owner's Name:

Business Name Highland Links - Lighthouse Cafe

Residential Address 10 Highland Light Rd

Map and Parcel 37-22

Please verify whether the Real Estate and Personal Property taxes to this property are up to date for the current fiscal year.

Molly Stevens  
Tax Collector's Signature

All set. MS  
3/17/2021  
Date



Number: 2018-TV07TEMP

Fee: \$75.00

**Town of Truro Board of Selectmen  
24 Town Hall Road, Truro, MA 02666**

**Transient Vendor License**  
**TEMPORARY LICENSE**

This is to Certify that

**Highland Links Golf Course**  
Jason Laramée, Manager

Address

10 Highland Light Rd

IS HEREBY GRANTED A LICENSE

**From April 1, 2021-April 27, 2021**

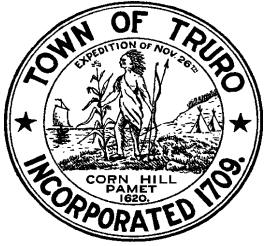
For a **Transient Vendor License**

This license is granted in conformity with the Statutes and ordinances relating thereto, and expires **April 27, 2021** unless sooner suspended or revoked.

Date: April 23, 2021



\_\_\_\_\_  
**Darrin Tangeman, Town Manager**



# TOWN OF TRURO

## Select Board Agenda Item

**DEPARTMENT:** Administration

**REQUESTOR:** Nicole Tudor, Executive Assistant, on Behalf of Alice Boyd of Bailey Boyd Associates

**REQUESTED MEETING DATE:** April 27, 2021

**ITEM:** Housing Rehab Subordination Request

**EXPLANATION:** A Housing Rehab Subordination loan request is before the Select Board for approval and signing. Truro is the lead community for the CDBG grant. When a loan is paid back, Truro gets the money, but if a loan needs to be subordinated Truro must sign off on these requests. Normally this is done by the CDP but Covid has changed the usual process. Each bank has different documents for the Select Board to sign.

**FINANCIAL SOURCE (IF APPLICABLE):** N/A

**IMPACT IF NOT APPROVED:** Truro Homeowner with Housing Rehab loan will not be able to refinance.

**SUGGESTED ACTION:** *Motion to Approve and Sign the Bank Mortgage Subordination Form for property located at 33 South Pamet Road in Truro. \*Note-if approved wet signatures are required. Staff will facilitate this.*

**ATTACHMENTS:**

1. Bank Subordination Form with Memo



**MEMORANDUM**

**TO: TRURO SELECT BOARD  
DARRIN TANGEMAN, TOWN MANAGER**  
**FROM: ALICE BOYD, GRANT ADMINISTRATOR**  
**DATE: APRIL 22, 2021**  
**RE: HOUSING REHAB LOAN  
SUBORDINATION**

Attached is this months' subordination request from a Truro homeowner and former housing rehabilitation program participant, requesting an opportunity to refinance.

After reviewing the application, commitment letter and underwriting process, I am recommending that the Board vote in the affirmative to subordinate on this loan. The paperwork is attached, and individual signatures witnessed by the Town Clerk are required.

At any time the Select Board also has the opportunity to determine how they wish to handle subordinations if this is becoming too onerous:

- A. Subordinations can be postponed until a time when the Truro Select Board once again meets in person, allowing for wet signatures at your meeting and without individual meetings with the Town Clerk;
- B. A "No Subordination" policy can be voted, prohibiting the subordination of housing rehab loans thus requiring residents to pay back their remaining housing rehab loan to refinance;
- C. Continue the current policy allowing the subordinating all housing rehabilitation loans that meet underwriting requirements and DHCD guidelines

Proposed Motion: Vote to approve the subordination of the housing rehab loan on the property located at 33 South Pamet Road in Truro (requires recorded roll call vote and individual recorded or in person meeting with Town Clerk)

Thank you for your assistance and we apologize for any inconvenience.

## MORTGAGE SUBORDINATION

THE TOWN OF TRURO, a Massachusetts municipal corporation with an address of 24 Town Hall Road, P.O. Box 2030, Truro, MA 02666, the holder of a mortgage given by SHARON B. ORMSBY to THE TOWN OF TRURO dated June 24, 2016, in the original principal amount of \$35,000.00, and registered with the Barnstable Registry of Deeds as Book 29809, Page 128 ("Existing Mortgage"), does hereby subordinate the Existing Mortgage and any collateral security documents given in connection with the obligations secured thereby, to that certain mortgage given by SHARON B. ORMSBY to THE CAPE COD FIVE CENTS SAVINGS BANK, its successors and/or assigns dated \_\_\_\_\_, 2021 in the original principal amount of \$26,000.00 and registered with said Registry District as \_\_\_\_\_ ("New Mortgage"), and to further advances thereunder and to any security interests granted in connection with securitization of the obligations described in the New Mortgage as though the New Mortgage and all obligations secured thereby were entered into and committed to record at the said Registry District prior in time to the date of the Existing Mortgage.

REMAINDER OF THIS PAGE INTENTIONALLY BLANK

Executed as a sealed instrument this \_\_\_\_\_ day of \_\_\_\_\_, 2021

The Town of Truro, by its Select Board:

\_\_\_\_\_  
Robert Weinstein, Chair

\_\_\_\_\_  
Kristen Reed, Vice-Chair

\_\_\_\_\_  
Susan Areson, Clerk Member

\_\_\_\_\_  
Janet W. Worthington, Member

\_\_\_\_\_  
Stephanie Rein, Member

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss

On this \_\_\_\_\_ day of \_\_\_\_\_ 2021, before me the undersigned notary public, personally appeared Robert Weinstein, Kristen Reed, Susan Areson, Janet W. Worthington, and Stephanie Rein, in their capacity as the members of the Town of Truro Select Board, and proved to me through satisfactory evidence of identification, being my personal knowledge of their respective identities, to be the persons whose names are signed on the preceding or attached document, and acknowledged to me that they signed it voluntarily for its stated purpose on behalf of the Town of Truro.

\_\_\_\_\_  
Notary Public

My Commission expires:

[Notary Stamp or Seal]

Select Board Meeting Minutes  
Tuesday, March 16, 2021  
Via GoToMeeting Platform

**Select Board Present:** Chair-Robert Weinstein, Vice Chair-Kristen Reed, Clerk-Susan Areson, Member-Janet Worthington, Member-Stephanie Rein

**Others Present:** Town Manager-Darrin Tangeman, Assistant Town Manager-Kelly Sullivan Clark, Eric Parker, Debbie Best-Parker, Rebecca Bruyn, Board of Assessors Chair-Bruce Boleyn, Ron Fichtner, Pamela Fichtner, Joan Holt, Tracey Rose, Town Moderator-Monica Kraft, Helen McNeil-Ashton, DPW Director-Jarrold Cabral, Recreation/Beach Director-Damion Clements, Peter Manso, Health/Conservation Agent-Emily Beebe, Climate Action Committee Chair-Carol Harris, Annawon Weeden, Lynne Ready, Jim Summers, Ellen Anthony, Susan Howe, Alice Boyd

Chair Weinstein called the meeting to order at 5:10pm. He read to watch or join the meeting.

**Public Comment**

Peter Manso read a letter he sent to Chair Weinstein earlier in the day pertaining to the Massachusetts State Police not making the Covid-19 vaccine mandatory for all employees. Mr. Manso proceeded to reference a Boston Globe article. He is requesting that the Town issue a statement to be sent to both the Massachusetts State Police, the Governor's Office, and perhaps District Attorney Michael O'Keefe, expressing that as a community, we are dismayed by this.

Debbie Best-Parker wanted to thank the Town Manager for wanting to move the Annual Town Meeting into June. She is hoping that by June she will be vaccinated against Covid-19. If she is not, she will not be attending Town Meeting.

Joan Holt read a letter she sent to the Select Board regarding two matters: the order of the Warrant articles (and her desire to group all Charter amendment articles) and the water main extension contract.

**Board/Committee/Commission Appointments**

**Review and Approval of Rebecca Bruyn and Nancy Kete to the Climate Action Committee**

Rebecca Bruyn introduced herself. She explained her interest in climate action. Climate Action Chair-Carol Harris spoke in favor of Ms. Bruyn's appointment.

Nancy Kete was not present.

**Member Reed made a motion to appoint Rebecca Bruyn to the Climate Action Committee for the remainder of a three-year term ending June 30, 2022.**

**Member Rein seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Worthington-Aye**

**Member Areson-Aye**

**Member Reed-Aye**

**Chair Weinstein-Aye**

**So voted; 5-0-0, motion carries.**

Chair Weinstein asked that the appointment of Nancy Kete to the Climate Action Committee be moved to the Select Board meeting of March 23, 2021.

### **Staff/Committee Updates**

#### **Beach Cleanup Bag Program**

Recreation/Beach Director Clements updated the Board on a proposal brought to the Town staff by Ellery Althaus, the co-owner of Salty Market. The proposal is to install beach cleanup stations at Truro beaches. Recreation/Beach Director Clements and DPW Director Cabral have been working with Mr. Althaus to create the program. The plan is to construct small boxes which would hold reusable bags that beachgoers could take prior to walking on the beach to collect small trash along the way. They are currently searching for sponsors for the program. Member Rein asked what happens after the bag is filled with trash. Recreation/Beach Director Clements listed some options:

- People could purchase a bag.
- People could borrow the bags, use them, and then put them back.

#### **Board/Committee Report: Board of Health and Board of Assessors**

Board of Health Chair Tracey Rose read from a timeline she created.

Accomplishments for the past 12 months:

- Discussing continuing non-compliance from the Truro Motor Inn.
- Working on Water Resource Protection Regulations.
- Outbreak of SARS-COV declared a global pandemic in March 2020.
- Remote meetings began.
- Mandatory mask order issued by Board of Health and Select Board for all Town owned property.
- Public Hearing held on the Truro Motor Inn license and application for a Title V variances. Both were denied. This remains in litigation to date.
- Work session held to review the Cloverleaf proposal with Engineer, Mark Nelson.
- Informational meeting held to describe the review process of the Cloverleaf proposal from the Board of Health's perspective.
- Three new members were appointed this year.
- Truro Board of Health is now sitting at the wastewater planning table with Wellfleet as they work on their watershed permit.
- The Board of Health is entering a period of enhanced need for public education about our groundwater, private wells, and wastewater treatment.
- The Board of Health is currently participating in a watershed study with Standish Pond and the Cape Cod Commission.

Goals for the next 6 months:

- Develop strategies to inform the public and increase awareness about good stewardship by testing, maintenance, and preventative behaviors with our wastewater.
- More work on the Truro Motor Inn.
- Bringing new members on the Board of Health up to speed with processes and regulations.

Goals for the next 12 months:

- Develop public education strategies and Board of Health regulations that address water quality concerns.
- Continue to work on groundwater protection district regulations.
- Commence Pamet River watershed improvements.
- Implement watershed improvements for Standish Pond and public education materials to support that work.

- Continue to work with property owners who need to present themselves to the Board of Health with discrepancies or challenges with their particular upgrades or projects.

Member Areson asked if there was anything the Select Board can do to support the Board of Health's work. Board of Health Chair Rose stated that having Member Areson attend some of the Board of Health meetings as the liaison makes a statement to the Community. Health/Conservation Agent Beebe echoes Board of Health Chair Rose's comment about the liaison. Having channels open to communicate is really important.

Board of Assessors Chair Bruce Boleyn said that he submitted a draft of assessing activity to the Select Board this afternoon. Activity has been relatively comparable to prior years. The Board has one vacancy. Member Areson had the opportunity to review what Chair Boleyn submitted asked him to review it for the benefit of the public.

Chair Boleyn highlighted efforts to communicate with other communities, involvement in land and property assessment values and ratios, weighing in on housing limitations like bedrooms and frontage issues, engaging in site visits to properties during the year and holding hearings where open discussions are held. Member Areson asked that Assessors Chair Boleyn's document be made public.

Member Reed asked if Assessors Chair Boleyn could read specific numbers related to parcels (from his draft of assessing activity) for residential vs. commercial parcels. Assessors Chair Boleyn read the numbers.

Board of Assessors Chair Boleyn briefly described his involvement with the Taxation Aid Committee.

Chair Weinstein explained the process for taxpayers who have an issue with their assessed valuations, and do not feel the issues were adequately addressed or settled here in Truro.

Member Reed asked if there was any support that the Select Board or the Town Manager could provide to help the work that the Board of Assessors does. Board of Assessors Chair Boleyn stated that the need for support does not come up often.

### **Select Board Action**

#### **Town Meeting Planning and Possible Vote to Approve Town Meeting Date**

Town Manager Tangeman stated that he and Town Moderator Kraft discussed options for Town Meeting earlier in the week. It does not appear there will be questions on the ballot related to the Warrant and as such, there will not be the need for deliberation prior to the election as they first anticipated. As a result, the Annual Town Election timing as it related to the Annual Town Meeting is not as sensitive as originally thought. After a review of other events, June 26 is recommended as the date of Town Meeting.

General consensus from Select Board members is that they are in favor of moving the Annual Town Meeting to June 26<sup>th</sup> (rain date: June 27<sup>th</sup>).

Member Rein asked about moving the Annual Town Election to after the Annual Town Meeting. Town Manager Tangeman stated that if we are holding the meeting on June 26<sup>th</sup>, we will have a very tight window before the end of the fiscal year to hold the election. Member Areson does not see any reason to move the election since there are options for mail-in voting and there are no financial articles on the ballot. Chair Weinstein agrees. Member Reed asked if people would have all the different options available to them regarding voting. Town Manager Tangeman does not know of any potential changes from the previous election which would prevent the Town from providing those other options. Member Rein pointed out that communication was just received from the State allowing towns to offer early voting again.



**Member Reed made a motion that pursuant to Gen. Law Chapter 39, Section 9, the Select Board set the date for the Annual Town Meeting as Saturday, June 26, 2021.**

**Member Areson seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Worthington-Aye**

**Member Areson-Aye**

**Member Reed-Aye**

**Chair Weinstein-Aye**

**So voted; 5-0-0, motion carries.**

#### **Review and Vote on Town Meeting Articles**

Town Manager Tangeman recommended the Select Board review, and vote, on some routine Articles that are fairly non-controversial that will be before the Finance Committee:

- Article 1: Authorization to Hear the Report of the Multi-member Bodies
- Article 2: Authorization to Set the Salary of the Select Board
- Article 3: Authorization to Set the Salary of the Moderator

Chair Weinstein suggested deferring taking any vote on the other articles because the Finance Committee serves as an advisory body to the Select Board, and he feels it would be inappropriate to move forward without hearing what their recommendations are first. In reviewing and voting on Article 3, Chair Weinstein stated he would need to recuse himself.

**Member Areson made a motion to recommend Article 1: Authorization to Hear the Report of the Multi-member bodies.**

**Member Reed Seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Worthington-Aye**

**Member Areson-Aye**

**Member Reed-Aye**

**Chair Weinstein-Aye**

**So voted; 5-0-0, motion carries.**

**Member Reed made a motion to recommend Article 2: Authorization to Set the Salary of the Select Board.**

**Member Rein seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Worthington-Aye**

**Member Areson-Aye**

**Member Reed-Aye**

**Chair Weinstein-Aye**

**So voted; 5-0-0, motion carries.**

Chair Weinstein recused, and removed, himself from the meeting for Article 3. He turned the meeting over to Vice Chair-Kristen Reed.

**Member Areson made a motion to recommend Article 3: Authorization to Set the Salary of the Moderator.**

**Member Rein seconded.**

**Roll Call Vote:**

**Member Areson-Aye**

**Member Worthington-Aye**

**Member Rein: Aye**

**Member Reed-Aye**

**Chair Weinstein-Abstained**

**So voted; 4-0-1 (Chair Weinstein abstains), motion carries.**

Chair Weinstein rejoined the meeting.

Next up for discussion:

**Article 13: Amend General Bylaws, Chapter 3 Prohibitions on the Use and Sale of Balloons**

**Member Areson made a motion to recommend Article 13: Amend General Bylaws, Chapter 3 Prohibitions on the Use and Sale of Balloons.**

**Member Reed seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Worthington-Aye**

**Member Areson-Aye**

**Member Reed-Aye**

**Chair Weinstein-Aye**

**So voted; 5-0-0, motion carries.**

**Article 14: Amend General Bylaws, Chapter 3 Municipal Single-Use Plastic Bottle Ban.**

Town Manager Tangeman stated that this will require additional deliberation by the Select Board. Some issues of note are:

- There are two of articles pertaining to this bylaw change. One was brought forward from last year by the Select Board and another article with similar language is a petitioned article.
- There are some concerns about the need to consider the intent of the wording “town property” and the inclusion of wording “non water beverages” due to its impact on local businesses.

Chair Weinstein is unclear on how wording may, or may not, impact local businesses and he expressed concern about this.

Member Worthington would be comfortable with the wording for water and excluding “any other beverages”.

Member Reed agreed and stated the Select Board should think about this from an impact study perspective.

Member Areson said that the Select Board’s intent was to prevent the Town of Truro from purchasing single use water bottles. She is concerned about the wording “for sale on Town property”. If the farmers market vendors wanted to sell something in a single use plastic bottle, this wording would prevent them from doing so. She thinks the Board needs to do some refining on the wording.

Member Rein agrees. She gave an example of the TEEA’s fundraising efforts during Truro Treasures, which included selling hamburgers and a beverage. She is in favor of the Town shifting away from single use water bottles but does have apprehension in talking about town property as a whole, and certainly if it is going to affect local businesses. The language needs to be clearer.

Chair Weinstein believes that with all the questions raised, the Select Board is not ready to vote on this article as currently worded. Member Areson does not want the Board's reluctance to recommend the article in this form to impede the efforts to get water filling stations, etc. as discussed as part of the budget.

Discussion on the language changes occurred. Town Manager Tangeman summarized, stating that there is guidance to bring back language related to the "town property" question and also the language regarding "any other beverages".

**Article 15: Non-Binding Public Advisory Questions for Increased Security at Pilgrim Nuclear Power Station on Cape Cod Bay-Petitioned Article**

**Member Reed made a motion to recommend Article 15: Non-Binding Public Advisory Questions for Increased Security at Pilgrim Nuclear Power Station on Cape Cod Bay-Petitioned Article as printed in the warrant.**

**Member Rein seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Worthington-Aye**

**Member Areson-Aye**

**Member Reed-Aye**

**Chair Worthington-Aye**

**So voted; 5-0-0, motion carries.**

**Article 16: Resolution in Support of Changing the State Flag & Seal of Massachusetts-Petitioned Article**

**Member Reed made a motion to recommend Article 16: Resolution in Support of Changing the State Flag & Seal of Massachusetts-Petitioned Article as printed in the warrant.**

**Member Rein Seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Worthington-Aye**

**Member Areson-Aye**

**Member Reed-Aye**

**Member Weinstein-Aye**

**So voted; 5-0-0, motion carries.**

**Article 17: Charter Amendment to Sections 3-1-1 and 6-4-2-Petitioned Article**

Member Reed stated that as the liaison to the Charter Review Committee, she knows the Committee has spent a lot of time discussing this issue. She would like to give the Committee more time to speak to this and give a recommendation. Chair Weinstein agrees and advocates moving this to a future discussion. Town Manager Tangeman noted that the Charter Review Committee is not scheduled to meet until March 24<sup>th</sup>. Now that the Town Meeting has been moved to a later date, the Select Board has time to deliberate. Consensus is that the Board is happy to wait until April to talk about this article.

**Article 18: Local Room Occupancy Tax Allocation-Petitioned Article**

Town Manager Tangeman stated that this is a Finance article. He does not believe the Board would want to decide on this as they will be waiting for the Finance Committee to provide a recommendation.

Chair Weinstein would like to defer this to give the Finance Committee time to weigh in and to have Town Counsel review the language. All Board members agreed.

Chair Weinstein recused himself for the next article discussion.

**Article 19: Charter Amendment to Section 2-2-4-Petitioned Article**

Town Manager Tangeman stated that because they are waiting for the Charter Review Committee to meet on March 24<sup>th</sup>, he recommends they defer until they receive feedback from the Charter Review Committee. All Select Board members agreed to hold for Charter Review recommendation.

Chair Weinstein rejoined the Board.

Town Manager Tangeman said that the last two articles were advisory articles.

**Article 41: Reduction of Truro's Net Greenhouse Gas Emissions to Zero by 2050**

**Member Areson made a motion to recommend Article 41: Reduction of Truro's Net Greenhouse Gas Emissions to Zero by 2050.**

**Member Reed Seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Worthington-Aye**

**Member Areson-Aye**

**Member Reed-Aye**

**Chair Weinstein-Aye**

**So voted; 5-0-0, motion carries.**

**Article 42: Advisory Vote on the Use of Automated Tabulator**

Town Manager Tangeman understands that the Select Board wants the public to weigh in on the discontinuation of the hand crank in favor of an optical scan tabulator. He noted that he has experience with an optical scan tabulator and that it increases efficiency and it is not subject to hacking nor is it connected to a network. It might be helpful to provide some education, and a video, to the public so they can be aware of the security and efficiency of the tabulator. Member Areson is in favor if hearing what the community has to say about it, and she is also in favor of having someone do another presentation on the tabulator prior to Town Meeting so people can be informed. Member Reed agrees with Member Areson's comments.

**Member Areson made a motion to recommend Article 42: Advisory Vote on the Use of Automated Tabulator.**

**Member Worthington seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Worthington-Aye**

**Member Areson-Aye**

**Member Reed-Aye**

**Chair Weinstein-Aye**

**So voted; 5-0-0, motion carries.**

### **Creation of Native Peoples Committee**

Helen McNeil Ashton gave an overview of how this request came about. The goal of creating the Committee is for the Town to be proactive in reassessing Town history, and in recognizing and honoring the role of Native peoples in our past and present. Examples given:

- A plaque on the river Pamet.
- A statue, or other memorial, to the Payomets at Corn Hill.
- Various educational initiatives.

She explained what the Truro Historical Society is looking for from the Select Board:

- She understands the Town's wish to not create more committees, and requests guidance on the best way forward
- The Truro Historical Commission agrees with the goals of this proposal and wrote a strong letter of support, but at the moment does not believe it should have a subcommittee that would necessarily include non-members of the Commission. They may consider specific proposals.
- The Truro Historical Society can establish a Native Peoples Committee on its own, including at least one representative of the Mashpee Wampanoag Tribe and an educator, preferably with a Select Board liaison. She hopes that they genuinely have the support of the Select Board in this effort.

Ms. McNeil Ashton is asking for feedback from the Select Board about the goals set forth.

Annawon Weeden from the Institute for American Indian Studies joined the conversation, as well as Lynne Ready, an educator from Truro Central School. Mr. Weeden has volunteered to be a member on the Native Peoples Committee, and he gave an overview of discussions he has had with Wellfleet, Salem, Newton, and Wellesley. Ms. Ready would be very interested in working with the Historical Society or the Town of Truro to find ways to accurately represent our Native history and to make a connection with the Wampanoag people.

Member Reed asked if there were someone attending the meeting from the Historical Commission. She would like to hear from them why they do not support this as a subcommittee. There is a precedent in the community for non-members to be on subcommittees. Ms. McNeil Ashton stated that both the Chair and Vice Chair of the Historical Commission had competing engagements and could not attend. Member Areson is the liaison to the Historical Commission, and this is the first she is hearing about this issue. She would be happy to reach out to the Chair and Vice Chair. Member Worthington is wondering if a Native Peoples Committee might be under the umbrella of the Historical Society if it does not work out with the Historical Commission.

Jim Summers, a member of the Historical Commission, stated that the full committee has not met on this request. The decision mentioned came from the Chair and Vice Chair. It appears to him that they would be able to work with the Select Board to make suggestions.

Member Areson suggested that the Historical Commission be invited to send a member to participate. There are enough people interested to carry the ball forward. Recommendations could be gathered and then brought before the Select Board. It was agreed that Member Areson extend the invitation to the Historical Commission.

**Member Reed made a motion to defer this item until the Select Board hears from the Historical Commission.**

**Member Rein seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Areson-Aye**

**Member Worthington-Aye**

**Member Reed-Aye**

**Chair Weinstein-Aye**

**So voted; 5-0-0, motion carries.**

**Review and Approve Addition of Indigenous Land Acknowledgement at the Start of Town Meeting**

Ellen Anthony is proposing some language that would be spoken at the beginning of each Annual Town Meeting. The purpose is to acknowledge and honor this land and the people who have been here for thousands of years. Ms. Anthony read the language aloud.

Member Reed asked Town Manager Tangeman if Town Counsel has looked at the language. Town Manager Tangeman stated that they have not. Chair Weinstein stated he had a conversation with a member of the Wampanoag Tribal Counsel and they wondered where this request came from. Chair Weinstein is troubled by the following language, which he would not support; *“The land on which we sit is the traditional unceded territory...”* That has legal implications. He cannot advocate for the Land Acknowledgement until Town Counsel has had a chance to weigh in. He understands the sentiment but cannot support the language in its current form.

Member Worthington thinks everyone would like something to be said, but she is also worried about some of the language. She thinks they should do some kind of acknowledgement, but it may be shorter in length.

Susan Howe stated that the Truro Historical Society, in working toward a new exhibition about the Wampanoag Nation, decided that they needed to have a land acknowledgement as part of the exhibition and as part of their philosophy as a Historical Society. They created a land acknowledgement and it is available for anyone to see on their website.

Member Rein also supports the sentiment and feels that something needs to be said at Town Meeting. She would like to have it vetted by Town Counsel before approving.

Ms. Anthony would like to know the timeline on Town Counsel reviewing the language. Town Manager Tangeman will send it to Town Counsel tomorrow morning and anticipates a response either before the next meeting on March 23<sup>rd</sup> or the first meeting in April.

**Member Worthington made a motion to defer this item until hearing back from Town Counsel.**

**Member Rein seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Worthington-Aye**

**Member Areson-Aye**

**Member Reed-Aye**

**Chair Weinstein-Aye**

**So voted; 5-0-0, motion carries.**

**Consent Agenda**

Member Areson asked DPW Director Cabral or Town Manager Tangeman to speak to the water main question that Joan Holt raised earlier in the meeting about the grant. She also asked Alice Boyd about the amount of the CDBG funds that were going to be administered by Bailey Boyd. She is curious as to how much money is involved.

Alice Boyd stated the grant is for 1.3 million dollars. That includes housing rehabilitation and childcare subsidies throughout the communities (4 Towns).

DPW Director Cabral stated that if there were a decision to limit the number of houses or units/rooms on the Cloverleaf, we would still need to install that same water main through the parcel and loop it into Firehouse Road. Doing so provides the Town with six additional fire hydrants; two along Highland, three within the Cloverleaf, and one on Route 6. Looping the water main into Firehouse Road would help with maintenance of the whole system. Member Areson asked if the MassWorks grant would be paying for this. DPW Director Cabral confirmed that she was correct.

Member Reed mentioned that there had been a bad fire on Bay View Road a couple of days ago and she watched the fire tenders go back and forth to fill up with water to fight this fire. She thinks this is a no-brainer from a life-safety and property conservation perspective.

**Member Reed made a motion to approve the Consent Agenda as printed in their packet.**

**Member Rein seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Areson-Aye**

**Member Worthington-Aye**

**Member Reed-Aye**

**Chair Weinstein-Aye**

**So voted; 5-0-0, motion carries.**

### **Select Board Reports/Comments**

Member Rein noted an omission of a Select Board meeting on the weekly reports.

Member Reed stated it was unsettling to witness a fire ½ a mile away from her home. Her heart goes out to the family that experienced the fire and her gratitude goes out to Truro Fire and shared services for their efforts. She acknowledged the loss of an animal.

Member Areson attended the Cape Cod Selectmen's Association meeting on Friday about the RTE and affordable housing. She also mentioned that Health/Conservation Agent Beebe gave an informative presentation about the current watershed study. The next Cape Cod Selectmen's Association meeting will be on water quality. She also heard from the Bike and Walkways Chair that there is a planned repaving of Route 6 coming (in several years) which will include sidewalks.

Chair Weinstein attended the School Committee meeting where there was an active discussion regarding the preschool program. As a result, the School Superintendent said it will be an object of future discussion. It is not something that they will do for the next school year as there are issues with classroom space and funding. There was an acknowledgement that the School may need to expand that program for a second classroom. Parents highlighted the lack of preschool programs in Truro. Chair Weinstein also mentioned that he was approached by the Chair of the Bike and Walkways Committee of Wellfleet and he was concerned about the extension of the rail trail.

### **Next Meeting Agenda**

Town Manager Tangeman briefly summarized what was on the next Select Board agenda.

Member Reed would like to circle back to Nancy Kete and her appointment to the Climate Action Committee and discuss the letter from Peter Manso regarding Covid vaccinations and the Public Safety employees. The Town does not have a policy that requires the Public Safety employees to take the vaccine. Before authoring anything to Governor Baker they should discuss.

Member Areson added that if the Board wanted to consider Mr. Manso's comments, they would have to make that an agenda item. She would like to have an agenda item where the Board considers limiting the length of their meetings.

In relation to the preschool program, she asked if the Select Board might want to write a letter to the School Committee. She was very concerned with a parent's comments that staff members' children are getting preference over Truro taxpayers and residents. She would like the Select Board to take a stand that they think Truro taxpayers and residents should always have priority in the pre-k programs. Chair Weinstein thinks they need clarification from the School's superintendent.

Member Areson also mentioned that she has at least one email from someone who wants the Select Board to make a proclamation for Women's Month in March.

Chair Weinstein would like to place Peter Manso's request on a future agenda. He would like to hear from the Police Chief and the Fire Chief before the Board takes an action regarding Mr. Manso's concerns. Town Manager Tangeman believes KP Law has authored a liability memo on this topic which may be sent to the Select Board for review as well.

**Member Reed made a motion to adjourn at 7:45pm.**

**Member Areson seconded.**

**Roll Call Vote:**

**Member Rein-Aye**

**Member Worthington-Aye**

**Member Areson-Aye**

**Member Reed-Aye**

**Chair Weinstein-Aye**

**So voted; 5-0-0, motion carries.**

Respectfully submitted,

Noelle L. Scoullar, Executive Assistant

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Town Manager, Darrin Tangeman  
Under the Authority of the Truro Select Board

**Public Records material of 3/16/2021**

1. Application to Serve-Rebecca Bruyn
2. Cleanup Stations Proposal
3. Town Meeting Articles
4. Letter from Truro Historical Society regarding formation of Native Peoples Committee
5. Grant Administrator Contract from Bailey Boyd Associates
6. Cloverleaf Community Housing Water Main Extension Agreement
7. Application to Serve-Alfred Gaechter
8. Approval Letter from Climate Action Committee Chair
9. January 26, 2021 minutes